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**AIR SUPPORT OPERATIONS CENTER
(ASOC) TRAINING PROGRAM**

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This volume implements Air Force Policy Directive (AFPD) 13-1, *Command and Control Enterprise (C2 Enterprise)*. It provides the minimum Air Force standards for training and qualifying Air Force personnel to perform duties within an Air Support Operations Center (ASOC). It supplements ancillary and Air Force Specialty Code (AFSC)-based continuation and upgrade training programs. This Air Force Instruction (AFI) applies to the Air National Guard (ANG). This AFI applies to Air Force Reserve personnel assigned to ASOC units or assigned to ASOC duties.

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SUMMARY OF CHANGES

This revision identifies and expands mission qualification training and continuation training for both ASOC operations and support personnel. It adds upgrade training programs for the Procedural Controller, Senior Air Director and Senior Air Technician (formerly known as the Crew Superintendent). The Ground Track Manager duty position is now referred to as the Interface Control Technician. In order to standardize duty position training, gradesheets were added to the Theater Air Control Training Information Computer System (TACTICS) with samples included in this AFI.

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Chapter 1

RESPONSIBILITIES

1.1. Introduction. This instruction establishes minimum requirements to train personnel performing Air Support Operations Center (ASOC) duties to achieve and maintain Combat Mission Ready (CMR) status. Personnel will have varying backgrounds and different levels of experience and proficiency. Commanders and supervisors will design an appropriate course of training based on the individual's background and experience.

1.2. Guidance. The training and performance standards outlined in this instruction facilitate the employment of ASOC personnel to accomplish their duties and responsibilities effectively and efficiently.

1.2.1. Commanders will define the unit's training program in a unit Operating Instruction (OI) tailored to meet those missions identified in the unit's Designed Operational Capability (DOC) statement, and conducted in conjunction with joint training exercises to the maximum extent possible. Squadron OI's cannot be less restrictive than their parent Group's OI (if their Group has an OI on ASOC training).

1.2.2. This AFI is applicable to the following:

1.2.2.1. Operations personnel assigned to ASOC duty positions, or personnel tasked to deploy as part of an ASOC Unit Type Code (UTC) (see [Attachment 1 Terms](#)).

1.2.2.2. Support personnel assigned to an ASOC, or personnel tasked to deploy as part of an ASOC UTC (see [Attachment 1 Terms](#)).

1.2.2.3. Personnel assigned to the 6th Combat Training School (CTS) who are performing ASOC instruction, observer/controller, or are tasked to perform ASOC duty.

1.2.2.4. Personnel assigned to any unit performing observer/controller functions for ASOC training events.

1.2.3. Commanders will not enter or will withdraw personnel from training when:

1.2.3.1. Individuals permanently deferred from worldwide mobility.

1.2.3.2. Individuals permanently deferred from carrying weapons.

1.2.3.3. Individuals unable to perform duties due to Uniform Code of Military Justice (UCMJ) action.

1.2.3.4. Individuals who are applicants for or have been granted conscientious objector status.

1.2.3.5. Individuals identified as drug or alcohol dependent. For personnel currently enrolled in a substance abuse/dependency program, or if an individual is cleared or reclassified as NOT drug or alcohol dependent by competent medical authority, the Group commander may re-enter or continue the individual in training.

1.2.3.6. Individuals who do not possess a security clearance. For individuals who do not possess a security clearance, commanders may request an Interim Security Clearance

IAW AFI 31-401, *Information Security Program Management*, to expedite enrollment into training.

1.2.4. The commander will coordinate with the appropriate staff and personnel agencies, to include the staff judge advocate, to determine if disqualified or non-performing individuals should separate, retrain or transfer to a duty position that would allow continued service.

1.3. Responsibilities. **Table 1.1** lists specific responsibilities. Air Combat Command (ACC) is considered the Lead Command for this instruction. ACC/A3F is the office of primary responsibility for ACC.

1.3.1. The 607th Air Support Operations Group (ASOG) is the only ASOG that has Group personnel performing ASOC duties.

1.3.1.1. The following rules in **Table 1.1** listed under "Group Training Manager" responsibilities apply ONLY to the 607 ASOG (Pacific Air Forces [PACAF]): Rule 19; Rule 20; Rule 21; Rule 22; Rule 23; Rule 24; and Rule 25. All other ASOGs that have separate ASOSs that perform ASOC duties are not required to comply with rules 19 through 25.

Table 1.1. Responsibilities.

R U L E	RESPONSIBILITY	AF/A3O-AC	ACC/A3F	User Command	Group Commander	Group Training Manager	Unit Commander	Unit Training Manager	Unit Supervisors
1	Provide guidance for the execution of the ASOC training program.	X							
2	Resolve training issues that arise between using Major Commands (MAJCOMs).		X						
3	Review and process all change requests to this instruction.	X	X	X					
4	Resolve major training issues that arise between units within their purview.			X					

R U L E	RESPONSIBILITY	AF/A3O-AC	ACC/A3F	User Command	Group Commander	Group Training Manager	Unit Commander	Unit Training Manager	Unit Supervisors
5	Forward all requested MAJCOM supplements to ACC/A3F for coordination. Inform all MAJCOM OPRs of approved supplements to this AFI.		X	X					
6	Assist subordinate units in obtaining formal school quotas and training resources to support ASOC training.		X	X	X	X			
7	Execute group-level responsibilities over squadrons that lack group oversight or assign group-level responsibility directly to the squadron.		X	X					
8	Approve all automated training tracking products (i.e. Excel spreadsheet; Access database; etc.).			X					
9	Ensure compliance with this instruction by their subordinate units. Provide staff support and assist those units in implementing and managing the training program to meet DOC statement readiness requirements.				X				
10	Forward any recommended supplements to this instruction and any supporting documents to the parent MAJCOM for review. The Wing/Group and MAJCOM will review approved supplements annually.				X				
11	Designate, in writing, a UTM responsible for the oversight of unit/subordinate unit's ASOC training programs.				X		X		
12	Identify training shortfalls that adversely impact combat capability through appropriate channels using the USAF Status of Resources and Training System (SORTS).				X		X		
13	Ensure all unit personnel are registered and use the Theater Air Control Training Information Computer System (TACTICS) for continuation training.				X		X		X
14	Approve the unit's ASOC training program OI.						X		
15	Coordinate, direct, and control the unit's training events and processes to include commander/staff reviews of automated data products and operational reports that assess unit and individual ASOC training status.						X		

R U L E	RESPONSIBILITY	AF/A3O-AC	ACC/A3F	User Command	Group Commander	Group Training Manager	Unit Commander	Unit Training Manager	Unit Supervisors
16	Identify unit ASOC training deficiencies to the Group, and implement corrective actions.						X		
17	Schedule/conduct assistance visits to subordinate units at least annually ensure ASOC training requirements of this AFI are implemented and followed.					X			
18	Validate all formal course requirements and requests from subordinate units, and forward requests to the proper agencies.					X		X	
19	Maintain duty position training requirements for all assigned positions.					X		X	X
20	Develop individual training folder for ASOC personnel who do not have an AF Form 623A, <i>On-The-Job Training Record</i> . Properly record all ASOC training, as applicable. A printout of the TACTICS AF Form 1098, Special Task Certification and Recurring Training , must be done, minimally, every six months, and prior to the individual deployment. The 1098 will be placed in the individual's training folder. See paragraph 1.8 .					X		X	X
21	Develop the unit-level OI to govern the unit's training program, focused on satisfying Mission Qualification Training (MQT), and Continuation Training (CT) requirements, specifying management responsibilities, and detailing trainer/certifier, unit training manager (UTM), and supervisor documenting procedures.					X	X	X	
22	Ensure unit-level OI incorporates MQT and CT training plans applicable to each work center or duty position.					X	X	X	
23	Maintain subject knowledge and task performance measurement devices for training tasks.					X		X	
24	Coordinate individual temporary duty (TDY) and leave schedules so as not to impact the unit's overall training program and/or and individual's training progression.					X		X	X

R U L E	RESPONSIBILITY	AF/A3O-AC	ACC/A3F	User Command	Group Commander	Group Training Manager	Unit Commander	Unit Training Manager	Unit Supervisors
25	Ensure personnel have completed MQT before recommending CMR certification to the unit commander.					X		X	X
26	Ensure personnel maintain CMR status IAW this AFI.								X
27	Ensure non-CMR individuals receive remedial training.								X
28	Review training records quarterly on all subordinate personnel.								X

NOTE: For those Air National Guard units that have an Operations Training Manager (OTM), use the Unit Training Manager (UTM) column for responsibilities.

1.4. Waivers. The waiver authority for provisions of [Chapter 3](#) and [Chapter 4](#) of this AFI is the MAJCOM/A3 (2-letter). Waiver authority for other chapters in this AFI is the MAJCOM/A3 (3-letter). Waivers to this instruction are valid for one year from approval date, unless specified otherwise. MAJCOMs will forward a copy of all approved waivers to AF/A3O-AC.

1.5. Deployments. Individuals must be CMR in order to deploy. Continuation training (CT) requirements for personnel deployed to a combatant command in support of contingency operations are suspended for the duration of the deployment. However, individuals may count activities conducted during this period towards CT requirements. Upon return to duty at home station, individuals will resume normal training. If individuals are Non-CMR, they must regain CMR status IAW [Chapter 5](#).

1.6. Supplements. MAJCOMs and/or subordinate units may supplement this instruction in order to provide specific guidance to their aligned units. The parent MAJCOM OPR must approve all unit-level supplements. HQ ACC/A3F will coordinate prior to publication on all MAJCOM supplements. MAJCOM OPRs will forward all approved supplements to the other MAJCOMs within 30 days of publication. The National Guard Bureau (NGB) will provide a copy of any approved supplements to the gaining MAJCOM.

1.7. Changes. Forward recommendations for change to this AFI to the parent MAJCOM on AF Form 847, *Recommendation for Change of Publication*. MAJCOMs will forward the approved recommendations to HQ ACC/A3F for review and approval prior to staffing to AF/A3O-AC.

1.8. Maintaining ASOC Training Folder. Units will maintain an ASOC Training folder for individual training IAW this AFI and any applicable MAJCOM directives. UTMs and supervisors will normally use AF Form 623 (or electronically via Air Force Training Record [AFTR] or Training Business Area [TBA]) to document individual training accomplishments,

and required documents (AF Form 1098 and AF Form 797) produced by the Theater Air Control Training Information Computer System (TACTICS). If available, support personnel may document individual training achievements using any Air Force approved maintenance training database. The UTM/OTM will develop and maintain individual ASOC Training Folders for officers and senior enlisted personnel (see [paragraph 2.4](#)).

1.8.1. Units may elect to build ASOC Training Folders for all their ASOC personnel, as desired.

Chapter 2

TRAINING AND QUALIFICATION STANDARDS

2.1. Unit Operating Instruction (OI). The unit OI outlines how units will implement the requirements of this instruction. Post the unit OI with this instruction and any other applicable supplements (hardcopy or digital). The unit commander will approve the operating instruction. The OI will, as a minimum, address the following items to support the unit's training program (from initial qualification training [IQT] through MQT to CMR status, the CT process, and Upgrade training):

- 2.1.1. Purpose, applicability, and training manning.
- 2.1.2. Unit training manager's responsibilities.
- 2.1.3. Training documentation procedures.
- 2.1.4. Additional MQT, CT and Upgrade requirements unique to each unit, as appropriate.
- 2.1.5. Squadrons will forward OIs to the group UTM for review. Group UTMs will assist subordinate units to address all required areas.

2.2. Unit Training Process.

- 2.2.1. The ASOC Initial Qualification Course (IQC) satisfies the minimum IQT requirements for ASOC Operations personnel, and fills the initial TACTICS requirements for the topics covered. Attendance at ASOC IQC is not required for ASOC support personnel. See [Chapter 3](#) for additional IQT requirements.
- 2.2.2. MQT provides the training necessary to initially qualify a member in specific duty position(s) required to perform missions assigned to a specific unit. Completion of MQT is a prerequisite for CMR status.
- 2.2.3. Commanders certify, in writing, an individual as CMR after completion of IQT (if required) and MQT ([Chapter 5](#)).
- 2.2.4. CT is unit specific training or higher headquarters identified training to maintain or increase CMR proficiency.
- 2.2.5. Training tasks identified with a subject knowledge level code will have a written test developed that objectively evaluates required knowledge levels for all training tasks.
- 2.2.6. Training tasks identified with a task performance level code will have a task evaluation with a grade of 2 or better to meet ASOC Training Task List (TTL) standards.

2.3. Training Program and Schedule Adjustments.

- 2.3.1. Commanders may adjust the training time or remove personnel from training due to medical disqualification, emergency leave, deployments, or administrative action. The supervisor or UTM will document adjustments in the individual's AF 623A or ASOC Training Folder.
- 2.3.2. The commander may adjust the training dates for completion of requirements based on an individual's TDY or emergency leave of 30 cumulative days [three (3) unit training assemblies (UTAs) for ANG] or more. Personnel who are TDY for 30 consecutive days or 3

UTAs or more will continue to accomplish training at temporary locations where MQT or CT training is available.

2.3.3. Training extensions will be granted based on any circumstances other than TDY or emergency leave that a commander determines requires a training extension. As circumstances dictate, unit commanders may grant an individual one training extension in each phase of training. Group commanders can grant a second extension. If necessary, MAJCOM OPRs may grant a third extension. One training extension equals 30 calendar days, or 3 UTAs for ANG units. If training is still not complete, the MAJCOM OPR will determine whether or not the individual is to be removed from training.

2.3.4. Previously certified CMR ASOC personnel. ASOC personnel that were previously certified CMR at an ASOC, and received the special experience identifier (SEI) 045, are not required to attend ASOC IQC. It is recommended that they attend ASOC IQC, but that is at the discretion of the unit commander. Once at the unit, they will complete MQT. This training will be specifically designed and tailored (as determined by the unit commander and unit training manager; based on the individual's experience and requirements) to get the individual to CMR status (similar to ASOC CMR re-certification in [paragraph 5.4](#)).

2.4. ASOC Training Folder.

2.4.1. The ASOC Training Folder is a four-part folder that documents ASOC training. It is required for those ASOC operations personnel that do NOT maintain their training on an AF 623 (i.e. fighter duty officers, intelligence duty officers, senior fighter duty technician) or AFSC approved electronic media. See [paragraph 1.8](#) for further information.

2.4.1.1. Part 1 is the "Table of Contents."

2.4.1.2. Part 2 is "Combat Mission Ready Status." Commander memorandums for record on CMR status, with the most recent on top.

2.4.1.3. Part 3 is "Training Events." Training events include AF Form 1098s for MQT and CT, MQF scores, Full Mission Trainer (FMT)/Part Task Trainer (PTT) gradesheets, etc. Supervisors will update this form as individuals accomplish the training events, and will review them semi-annually. There is no need to archive hardcopy training from previous years.

2.4.1.4. Part 4 is "Formal IQT Certificates." This portion will have the certificate of training from ASOC Initial Qualification Course (PDS:-XEQ), and the JT-101/JT-102 certificates (as required). Include the ASOC IQC student training report until the person achieves CMR.

2.5. ASOC Augmentee Training Requirements.

2.5.1. Individuals scheduled to augment ASOC operations must attend the ACC ASOC Initial Qualification Course, and complete unit MQT items (as determined by the gaining ASOC commander and gaining ASOC unit training manager) prior to deploying to fill an ASOC duty position.

2.5.2. Individuals scheduled to augment ASOC support personnel must complete unit required MQT items (as determined by the gaining ASOC commander and gaining ASOC unit training manager) prior to deploying to fill an ASOC support position.

2.5.3. For operations personnel, an augmentee is defined as any individual that is not a qualified ASOC operations crewmember, but is scheduled to fill an ASOC operations crew duty position. See [Attachment 1](#) for definition of operations personnel.

2.6. Operations Crew Training. This training is focused on executing the fundamental ASOC air-to-ground, command and control mission. The objective of all crew training is to improve decision making, situational awareness, resource management, collaborative support/integration and other similar factors. To meet this objective, units should use a building block approach consisting of PTTs and FMTs. See [Attachment 1](#) for the definition of PTT and FMT.

2.6.1. Because peacetime training rarely has all agencies and entities that the ASOC interfaces with available for participation, effective ASOC training depends upon supplemental support (white cell) to simulate these agencies and entities from the Theater Air-Ground System (TAGS) that the ASOC typically coordinates with during mission execution. See [Attachment 1](#) for the definition of white cell.

2.6.1.1. Units must provide the white cell with scenario basics, training requirements, event type, sequencing and intensity to define the parameters for scenario development. The ASOC Weapons and Training shop, or designated white cell player must act as an interface with other entities to modulate and focus white cell injects and responses to meet unit training objectives.

2.6.2. To the maximum extent, use actual computer and communications systems to provide ASOC connectivity to external agencies within the theater air control system (TACS). Examples of these systems include, but not limited to, internet relay chat (IRC) programs, Theater Battle Management Core System (TBMCS), Tactical Air Control Party (TACP) Close Air Support System (TACP CASS), common operating picture, simulated radios, and aircraft through radios and/or digital gateways.

2.7. Support Personnel Training. Support personnel will accomplish specific training items listed in [Table 4.1](#) to complete ASOC mission qualification training. They will become ASOC CMR IAW [Chapter 5](#). Continuation training requirements for support personnel are listed in [Table 6.1](#).

Chapter 3

INITIAL QUALIFICATION TRAINING

3.1. General. ASOC operations personnel should receive ASOC IQT prior to arrival to a new duty station. If not, those individuals will complete IQT within 180 days (12 UTAs for ANG) of arrival at the duty station. Attending the required formal training courses identified in [paragraph 3.2](#) completes IQT. Individuals awaiting formal training may enter MQT, but must complete IQT before receiving CMR certification.

3.2. Formal Training Requirements.

3.2.1. Personnel with the following operations AFSCs performing ASOC duty must attend the ACC ASOC Initial Qualification Course (IQC) (PDS:-XEQ), Nellis Air Force Base (AFB), Nevada (unit-funded):

3.2.1.1. ASOC Operations officer AFSCs 1XXXU, 13XXX, and 14NXX.

3.2.1.2. ASOC Operations enlisted AFSCs 1C4X1, 1C5X1, 1C5X1D, and 1N0X1.

3.2.1.3. Individuals who graduated from the Air Liaison Officer Qualification Course (ALOQC) or Joint Firepower Course (JFC) within six (6) years of starting ASOC IQC; or were a previous 1C471 JTAC, need only attend the last two weeks of ASOC IQC.

3.2.2. The following personnel must attend the ACC Intelligence Battlefield Airman (IBA) Intelligence Initial Qualification Course (IIQC) (PDS: OJC), Langley AFB, Virginia (ACC-funded). This training requirement is waivable by the ASOG Commander (CC).

3.2.2.1. AFSC 14NXX, Intelligence Officer performing ASOC duties.

3.2.2.2. AFSC 1N0X1, Operations Intelligence Specialist performing ASOC duties.

3.3. ASOC Initial Qualification Training Requirements. ASOC IQT requirements for officer and enlisted operations personnel are identified in the ASOC IQC Training Task List (TTL). The ASOC IQC TTL, that includes the task measurement standards for each training requirement, was developed by the functional community, and is maintained by HQ ACC/A3F as Lead Command. See ASOC IQC TTL for specific task knowledge and/or performance standards. This document is on the ACC/A3FC webpage: <https://www.my.af.mil/gcss-af/USAF/ep/globalTab.do?command=org&pageId=681742&channelPageId=s6925EC1344720FB5E044080020E329A9>.

3.4. ASOC IQC. As an initial qualification course, students may perform SAD, SAT, or PC duties, but instructors may limit their involvement to assure other duty positions meet their training objectives. Students will not graduate with any SAD, SAT or PC certification.

Chapter 4

MISSION QUALIFICATION TRAINING

4.1. General. Mission Qualification Training (MQT) provides unit-level training required for CMR certification. MQT starts after IQT is completed for previously unqualified ASOC personnel (non-SEI 045), and upon arrival for previously qualified, non-CMR (have SEI 045) ASOC personnel. Individuals awaiting formal training may enter MQT early, but must complete IQT before receiving CMR certification. There is not a required sequence for completing this training unless otherwise specified. All FMT events (including certification) will be graded by a CMR-qualified individual, and will use the gradesheets in [Attachment 5](#). Failure to complete a PTT/FMT event satisfactory will result in repeating that event until demonstrated performance meets the required level. Complete all MQT requirements within 180 days of entry or 12 UTAs for ANG.

4.1.1. Operations personnel who complete IQT will be entered (re-entered for those individuals that started MQT prior to IQT) into MQT on the next duty day after arriving at home station (ANG following month).

4.1.2. Support personnel will be entered into ASOC MQT within 5 days (ANG 1 month) of signing into the unit.

4.1.3. MQT time extensions can be granted IAW **paragraph 2.3**.

4.2. MQT Definitions. All UTC tasked personnel, regardless of rank or AFSC, will comply with the training requirements listed in this chapter. Commanders will identify additional unit specific training requirements in the unit OI.

4.2.1. Operations Personnel. Operations personnel are those individuals filling ASOC crew positions with the AFSCs listed in para 3.2.1.1 and 3.2.1.2. The crew duty positions are the Air Tasking Order Manager (ATOM), Air Space Manager (ASM), Senior Air Director (SAD), Joint Air Request Net (JARN) operator, Procedural Controller (PC), Interface Control Technician (ICT), Senior Air Technician (SAT), Intelligence Duty Officer (IDO) and Intelligence Duty Technician (IDT). See the Operations Personnel definitions under **Terms** in [Attachment 1](#).

4.2.1.1. The following crew duty positions require MQT: ATOM, ASM, JARN, ICT, IDO, IDT and PC (1C5D only). The SAD, PC (others) and SAT are upgrade ops crew duty positions (See [Chapter 7](#)) that do not require MQT.

4.2.1.2. Multiple Qualifications. Personnel who certify on one of the duty positions listed, need only accomplish the applicable portions of training not previously accomplished for another duty position. For example, an individual who is a CMR ICT and subsequently trains as a JARN only needs to accomplish the specific JARN PTT/FMT events for certification. Similarly, an individual who is a CMR ATOM needs only to accomplish the specific ASM PTT/FMT events for certification to become an Air Space Manager.

4.2.2. Support personnel. Support personnel consist of members performing the following functions: Cyberspace Control Officer/Superintendent; Cyber Systems Operations; Cyber Surety; Cyber Transport Systems; RF Transmission Systems; Power Production; Heating,

Ventilation, Air Conditioning and Refrigeration (HVAC/R); Vehicle Maintenance; and Materiel Control. See the Support Personnel definitions under **Terms** in [Attachment 1](#).

4.3. MQT Completion, Certification and Documentation.

4.3.1. MQT is complete upon successful accomplishment of all the following items:

4.3.1.1. Training Items in **Table 4.1**.

4.3.1.2. ASOC ops crew duty position training (FMT)/support personnel training.

4.3.1.3. Unit specific training, as required by unit OI (document on AF Form 797).

4.3.2. Mission Qualification Certification.

4.3.2.1. Academic assessment using questions from the ASOC Master Question File (MQF). (N/A for support personnel)

4.3.2.2. Operations crew duty position training (FMT). (N/A for support personnel)

4.3.2.3. FMT assessment.

4.3.3. Supervisors will monitor an individual's progress, and will notify the OTM/UTM/Director of Training (DOT) once an individual has completed all MQT requirements. The OTM/UTM/DOT can then administer the Academic Assessment, and schedule the FMT.

4.3.4. Document all MQT events in the individual's training folder. MQT may be electronically tracked via a MAJCOM-approved automated product until completion of MQT and certified CMR.

4.4. Support Function Training.

4.4.1. MQT is complete upon accomplishment of all items detailed in duty section's Master Training Plan (MTP), the Support items listed in **Table 4.1**, and a mission qualification certification ([paragraph 4.3.2](#)).

4.5. ASOC Augmentee Training Requirements. Individuals that augment ASOCs will complete IQT and MQT requirements IAW **Chapters 3 and 4**, and unit required MQT items (as determined by the gaining ASOC unit commander and training manager) prior to deploying to fill an ASOC duty position (see [paragraph 2.5](#)).

4.5.1. Document this training in the individual's AF Form 623a, or ASOC Training Folder.

4.6. MQT Training Items. MQT personnel will receive training IAW **Table 4.1**.

Table 4.1. ASOC MQT Items.

TRAINING ITEMS	Ops Officer	Ops Enlisted	INTEL	SPT
1. Joint Doctrine Block Training Reference (TR): Joint Pubs 3-0, 3-03, 3-09, 3-09.3, 3-30, 3-50.2, 3-52, 6.0)				
1.1. Joint CAS TTP	C	C	C	
1.2. Joint Fire Support Processes / Capabilities	C	C	B	

(employment and integration)				
1.3. Command and Control for Joint Air Operations (i.e., TACS/AAGS)	C	C	C	
2. US Army Block TR: ADP 1, 3-0, 3-09; ADRP 3-0, 3-07, 3-09, 3-90; ATTP 3-37.31, 5-01.1; FMs 3-09.31, 3-52, 6-20-30, 6-20-40, 7-100.1, 7-100.4; FMI 2-01.301				
2.1. Army Mission and Organization	C	C	C	A
2.2. Army Command Post Composition, Roles, and Functions (FC, AC2, G2)	C	C	C	A
2.3. Ground Weapon Systems (Capabilities) and Munitions	C	C	C	
2.4. Army Aviation Systems Capabilities and munitions	C	C	B	
3. US Air Force & ASOC Block TR: AFDDs 1, 3-1, 3-03, 3-50, 3-52, 3-13, 3-13.1; AFTTP 3-1.GP, 3-1.A-10, 3-1.F-16, 3-1.TACS; AFTTP(I)s 3-2.6, 3-2.17; JP 3-09.3; AFIs 13-114 Vol 3, 10-201, 10-401, 25-201				
3.1. ASOC Organization, UTC Composition, Functions, and Planning	C	B	C	A
3.2. CAS Weapons Capabilities and Munitions	C	C	C	
3.3. ASOC Crew Operations and Processes	C	C	C	A
3.4. ASOC Mission Execution, Considerations, and TACS/AAGS integration	C	C	C	A
3.5. Unit Mission/DOC, organization and Operations Plan (OPLAN) Taskings	C	C	C	B
3.6. Inter-Service Support Agreement (ISSA)/Host-Tenant Support Agreement (HTSA)	B	B	B	B
4. Digital Systems				
4.1. ASOC GATEWAY	2b	3c	2a	
4.2. TACP-CASS	2b	3c	2a	
TRAINING ITEMS	Ops Officer	Ops Enlisted	INTEL	SPT
4.3. TBMCS (WARP; ESTAT/FSTAT; AATWEB)	c	b	a	
4.4. Tactical Internet Relay Chat	3c	3c	3c	
4.5. Collaboration Tools (e.g., JDOCS)	c	b	a	

5. Tactical Communications Equipment & Basics TR: T.O.s; FM 6-02.53				
5.1. Radio Telephone procedures	3c	3c	3c	3c
5.2. Use SOI/cryptographic devices (RASKL/SKL)	2b	3c	2b	3c
5.3. Authenticate and Encode/Decode Radio Transmission	2b	3c	2b	2b
6. Vehicle Mounted TACP Radio Systems				
6.1. Multi-Band Comm system (DCP)	3b	3c	3b	3c
7. Manpack Portable Radios TR: T.O.s; FM 6-02.53				
7.1. Multi-Band Portable (PRC-117F/G)	1a	3c	1a	2b
7.2. HF Portable (PRC-150)	1a	3c		2b
7.3. Multi-Band Handheld (PRC-148)	2b	3c	2b	3c
8. Vehicle Operations & Convoys TR: AFMAN 24-306(I); AFTTP(I) 3-2.58; TC 21-305, 21-305-2, 21-305-4, 305-8, 21-305-11, 21-305-20 ; Applicable T.O.				
8.1. Perform Air Force Operations Vehicle Inspections (AF Form 1800)	3b	3b	3b	3b
8.2. Convoy Procedures – Non Tactical	3b	3b	3b	3b
8.3. Convoy Procedures – Tactical	3b	3b	3b	3b
8.4. Night Conditions	3b	3b	3b	3b
9. Navigation TR: FM 1-02, 3-25.26, 21-31, 21-305; TOs				
9.1. Vehicle	3c	3c	3c	3c
Foot				
9.2. Day (Defense Advanced Global Positioning System [GPS] Receiver (DAGR), compass)	2b	2b	2b	2b
9.3. Night (DAGR, compass)	2b	2b	2b	2b
Map Information				
9.4. Use Tactical Map Symbols/overlays	3b	3b	3b	2b
9.5. Plot / Extract Military Grid Reference System	3b	3b	3b	3b
TRAINING ITEMS	Ops Officer	Ops Enlisted	INTEL	SPT
9.6. Plot / Extract Latitude/Longitudes	3b	3b	3b	3b
9.7. Use Global Area Reference System (GARS)	3b	3b	3b	

9.8. Operate DAGR	3b	3b	3b	3b
10. Field Skills TR: FMs 3-21.75, 21-60, 22-6, 21-10; ATTP 3-34.39; STP 21-1-SMCT				
10.1. Duty section equipment Field Deployment and Set Up	2b	2b	2b	2b
10.2. Defensive Measures (Hasty, Sandbags, enforcement)	2b	2b	2b	2b
10.3. Personal camouflage	2b	2b	2b	2b
10.4. Equipment camouflage	2b	2b	2b	2b
10.5. Field Hygiene	2b	2b	2b	2b
10.6. Combat Techniques (Small Unit, Maneuver Basics)	2b	2b	2b	2b
11. Adversary Platform and Equipment Knowledge TR: AFTTP 3-1.Threats and Counter-Measures; AFTTP 3-1.Threat Guide (TG) ; FM 3-21.8, FM 3-09.31; Current Intelligence	B	B	B	
12. Intelligence, Surveillance, Reconnaissance (ISR) Integration TR: AFTTP 3-1.AWACS, Compass Call, Commando Solo, JSTARS, Predator, Reaper, RC135, Global Hawk, U-2; 1N051 Career Development Course; AFCENT published guidance	B	B	B	
13. Collection and Reporting TR: AFTTP 3-1.AWACS, Compass Call, Commando Solo, JSTARS, Predator, Reaper, RC135, Global Hawk, U-2; AFTTP(I) 3-2.6; JP 3-09.3; CENTAF CAOC/CJSOTF CENTCOM Webpages	B	B	B	

NOTES:

1. Refer to **Attachment 2**, Task Measurement Standard, for required knowledge level.
2. All Intelligence personnel will comply with the Intel Column. All other operations personnel will comply with the applicable column.

4.7. Specified MQT Items.

4.7.1. ICT (1C5X1) Specific Training. Complete JT-101 (Link 16 Joint Interoperability Course) online at:
<https://www.mv.af.mil/gcssaf/USAF/ep/globalTab.do?channelPageId=s6925EC1344700FB5E044080020E329A9> prior to being certified.

4.8. MQT Operations Crew Duty Position Training (FMT).

4.8.1. Conduct at least two Full Mission Training (FMT) events per designated duty position. The unit commander may waive FMT-1 based on the individual's experience and requirements. The unit commander will determine the duty positions in which an individual

will receive training during MQT based upon current unit manning requirements, individual capabilities/AFSC, and guidance within this instruction. Conduct FMTs using IW or Conventional Warfare (CW) scenarios. The FMT scenarios will be designed and executed according to the unit OI and unit commander's discretion.

4.8.2. FMT events must be accomplished in sequential order within each duty position (IW or CW). Training may overlap between different duty positions. For example, an officer may complete FMT-1 for ASM and then FMT-1 for ATOM, and complete FMT-2 for ATOM followed by FMT-2 for ASM.

4.8.2.1. FMT-1, Coaching: MQT personnel perform ASOC crew duties with some/minimal assistance ("over the shoulder" from an individual that is CMR-qualified in the same duty position). This training will include duty position preparation, execution and changeover brief. The FMT-1 scenario should be less complex than FMT-2.

4.8.2.2. FMT-2, Monitoring: MQT personnel perform ASOC crew duties without any assistance (an individual that is CMR-qualified in the same duty position CMR-qualified individual will observe). This training will include duty position preparation, execution and changeover brief.

4.8.2.3. FMT-Assessment: Accomplish FMT assessment IAW [paragraph 4.9.2](#) upon completion of all FMT events.

4.9. MQT Certification. Upon completion of all FMT events and other MQT requirements, units will conduct an Academic and Operational Mission Qualification Assessments to validate the individual's capability to fully perform appropriate functions in the ASOC. For operations personnel, this will include any and all of the previously trained ASOC ops crew duty positions in both IW and Conventional Warfare scenarios.

4.9.1. Academic Assessment. OTM/DOT will administer an ASOC MQF examination to complete this assessment. Maintain the completed MQF exam score and date in the individual's ASOC Training Folder. N/A for support personnel.

4.9.2. Operational Assessment. Conduct at least one FMT in performing this assessment. Only one FMT event is required to complete this training, but must sufficiently address all areas of knowledge and performance either through observation or discussion. An individual that is CMR-qualified in the respective duty position will accomplish this certification.

4.9.3. MQT personnel are certified CMR upon completion of the assessments, and must be approved by the squadron commander. Commanders will document CMR status in an MFR, and comply with requirements outlined in **Chapters 5 and 6**. The squadron commander or OTM/UTM will maintain a document (Letter of X's) that identifies an individual's particular operations crew duty qualifications (see [Attachment 4](#)).

4.10. ASOC Master Question File (MQF). The ASOC MQF is a set of applicable questions designed to assess knowledge about an ASOC. ACC/A3F is responsible for ensuring that an applicable MQF questions database is produced to support this AFI.

4.10.1. Updates to the MQF. ACC/A3F will conduct an annual review of the MQF, with assistance from the NAFs, and from other MAJCOMs and ANG, and their respective units.

4.10.1.1. The review will focus on correcting erroneous questions, deleting outdated or invalid questions, and/or adding new questions to the database as a result of reference document changes.

4.10.1.2. MAJCOMs will forward their suggested changes to HQ ACC/A3F. HQ ACC/A3F will adjudicate all MAJCOM inputs, and publish an updated MQF within 30 days of the end of the review process.

4.10.2. The unit OTM/UTM is responsible for constructing the ASOC MQF examination.

4.10.2.1. Security. Only the OTM/UTM or individuals designated by the commander will administer examinations. They will maintain strict control of all examinations and answer keys by securing them in a locked container or password-protected computer program.

4.10.2.2. Construction of Questions. Questions must measure the correct information at the desired level of knowledge.

4.10.2.2.1. Each question must include the correct answer and the reference document, paragraph, and page number for the subject matter.

4.10.2.2.2. Questions will be multiple-choice (four choices desired with only one correct answer).

4.10.2.2.3. Questions that have numerical answers will have the answers arranged in order from largest to smallest or vice versa.

4.10.2.2.4. In general, questions should avoid negative statements. However, if the word “not” appears in the question, either underline it or type it in all capital letters for attention.

4.10.3. MQF classification guidelines. ACC/A3F will strive to maintain an unclassified ASOC MQF database; however, the overall MQF classification will match the highest classification of any one MQF question. Units and ACC/A3F will manage any question(s) extracted from the ASOC MQF database according to their classification. Examinations will be appropriately marked and secured. Whether the examination contains classified questions or not, it will be handled as a controlled item.

Chapter 5

COMBAT MISSION READY

5.1. General. All ASOC UTC-tasked/SORTS-reportable personnel will attain Combat Mission Ready (CMR) status. Commanders will certify CMR status with a signed memo for record (MFR), filed in Part 2 of the individual's ASOC Training Folder. Additionally, personnel tasked to deploy as part of an ASOC UTC will attain CMR status (see [paragraph 2.5](#) for requirements).

5.2. CMR Requirements.

5.2.1. Following completion of MQT, the unit training office will recommend the individual to be certified CMR. Unit commanders will certify an individual as CMR. Group commanders will determine CMR training and certification requirements for squadron commanders. [Table 5.1](#) encapsulates the CMR requirements for ASOC operations personnel.

5.2.2. Once certified CMR, the following AFSCs are authorized to receive the ASOC special experience identifier (SEI) 045: 1C4X1, 1C5X1, 1C5X1D, 1N0X1, 2S0X1, 2T3X1, 3D0X1, 3D0X2, 3D0X3, 3D1X2, 3D1X3, 3E0X2, and 3E1X1.

5.2.2.1. Unit commanders will submit an AF Form 2096 to their local/servicing MPF listing those individuals that should receive the 045 SEI.

5.2.3. Individuals maintain CMR based on continuation training requirements in [Chapter 6](#).

Table 5.1. Summarized CMR Requirements.

TRAINING ITEM	Operations Personnel
Academic Training	
MQF Examination (50 question)	80% Min
Ops Crew Duty Position Training	
IW/CW Scenario (FMT-1)	See Note #1
IW/CW Scenario (FMT-2)	See Note #1
IW/CW Scenario (FMT-Assessment)	See Note #1
Proficiency Task Training	
Comprehensive Skills Event	Satisfactory Completion

NOTE: Satisfactory completion in any qualified ops crew duty position

5.3. Non-Combat Mission Ready (N-CMR) Status.

5.3.1. Members will be placed on N-CMR status for any of the following conditions:

5.3.1.1. Academics. Failure to complete the MQF examination within the preceding 12 months.

5.3.1.2. Operations Crew Duty Position Training (FMT). This paragraph applies only to operations personnel.

5.3.1.2.1. Failure to complete the recurring assessment requirement outlined in **paragraph 6.5**.

5.3.1.2.2. Failure to complete two FMT events in the preceding 180 days.

5.3.1.3. Proficiency Tasks. Failure to complete a comprehensive equipment familiarization/field skills event within the preceding 12 months.

5.3.1.4. Commander Discretion. Unit commanders will specify if any additional items from CT requirements in **Tables 6.1** and/or **6.2** warrants the individual to be placed on N-CMR status. Commanders should base their decision on the number of requirements not completed, and impact on unit mission.

5.3.1.5. Deployments/Extended Non-availability. Individuals may count activities conducted during this period towards CT requirements. Unit commanders will establish a “grace period” for personnel returning from extended non-availability (>60 days) in which they are afforded the opportunity to complete CT requirements without being placed in N-CMR status.

5.3.2. Document N-CMR status with a signed memo for record, filed in Part 2 of the individual’s ASOC Training Folder/AF 623 (TBA or AFTR).

5.4. Regaining Combat Mission Ready Status.

5.4.1. N-CMR individuals must successfully accomplish the task(s) in which they are deficient in order to regain CMR status. OTM/DOT will work with the individual’s supervisor to develop a training plan to address the individual’s deficiencies.

5.4.2. If the N-CMR individual’s training plan requires being re-entered into MQT, comply with **paragraph 4.10**.

5.4.3. Commanders will recertify an individual’s CMR and documentation will be filed in the individual’s ASOC Training Folder.

5.5. Failure to Complete Training Items (Task Deficiency).

5.5.1. OTM/DOT, through the individual’s supervisor, will notify the unit commander of an individual’s task(s) deficiency. Commanders and supervisors may annotate an individual’s deficiencies, without loss of CMR status (unless otherwise determined IAW **paragraph 5.3.1.3**), in the specific areas below:

5.5.1.1. Lack of academic/task training from **Table 6.1**.

5.5.1.2. Lack of FMT event completion due to external factors from **Table 6.2**.

5.5.2. Annotate any task deficiency on AF Form 1098 (or approved product), and place it in the individual’s ASOC Training Folder.

5.6. Training Task Recertification.

5.6.1. The OTM/DOT and individual’s supervisor will design a training plan to recertify that individual on task(s) deficiency for commander approval. Proficiency training is complete when the individual demonstrates sufficient knowledge or skill to perform the deficient task(s) to the required standard as outlined in **Chapter 6**.

5.6.2. The squadron commander or designated representative will annotate recertification on AF Form 1098 (or approved automated product) and placed in the individual's ASOC Training Folder.

5.7. Operations Crew Duty Position Training Currency (FMT). Due to the important and fundamental nature of crew operations in ASOC mission execution, operations personnel are required to complete at least two FMT events every 180 days per qualified category of ASOC duty position(s). ANG will complete one FMT event every 180 days.

5.7.1. For individuals qualified in more than one category of ASOC ops duty position, it is acceptable to be current in one category of duties but non-current in others.

5.7.2. Failure to remain current in specific crew position. Any non-current individual cannot perform that specific ASOC crew duty until regaining currency as follows:

5.7.2.1. If 181-365 days since last FMT event: accomplish an FMT event with the supervision of a current and CMR individual, qualified in the same duty position.

5.7.2.2. Greater than 365 days since last FMT event: accomplish an individual training plan approved by the unit commander.

Chapter 6

CONTINUATION TRAINING

6.1. General. This chapter prescribes training standards to maintain CMR personnel qualified on mission knowledge, skills, and tasks. All personnel must accomplish continuation training (CT) events once per training period, unless otherwise specified.

6.1.1. Recurring Training Period. CT requirements will use a sliding calendar for annual and biennial training events. This period begins at the end of month in which the training task was last accomplished. The ANG Recurring Training Period is 24 UTAs.

6.1.1.1. Training period example. An individual who accomplishes a biennial training item on 10 September 2011 must re-accomplish that event by midnight, 30 September 2013.

6.2. Training Events. CT requirements will follow the basic ASOC training aspects outlined in [Chapter 2](#). Academic-related training in all ASOC training aspects will be a combination of unit generated events and computer-based training (i.e., TACTICS). All academic-related training will require successful completion of an examination (80 percent minimum to pass).

6.2.1. TACTICS will be used for ASOC CT requirements to the maximum extent possible (see [Chapter 8](#)). For those training areas not presently in TACTICS, unit or higher-headquarters developed training plans will be used until those areas are contained in TACTICS. Units should notify ACC/A3FC of these deficiencies in TACTICS.

6.2.2. Units may use a combination of TACTICS and locally developed training (approved by the unit commander) to complete CT requirements. Locally developed training must include an examination identified in [paragraph 6.3](#), and will be documented in TACTICS.

6.3. Continuation Training. [Table 6.1](#) identifies the ASOC continuation training requirements for both operations and support personnel. See [Attachment 1, Terms](#), for definitions of operations personnel (OPS) and support personnel (SPT).

6.3.1. The academic and task training prepares individuals to complete the Recurring Assessment Events (see [paragraph 6.5](#)).

Table 6.1. ASOC CT Requirements.

TRAINING ITEMS	TYPE	OPS	SPT
1. Joint Doctrine Block TR: Joint Pubs 3-0, 3-03, 3-09, 3-09.3, 3-30, 3-50.2, 3-52, 6.0			
1.1. Joint CAS TTP	Academic	Biennial	
1.2. Joint Fire Support Processes / Capabilities (employment and integration)	Academic	Biennial	
1.3. Command and Control for Joint Air Operations (i.e., TACS/AAGS)	Academic	Biennial	

2. US Army Block TR: ADP 1, 3-0, 3-09; ADRP 3-0, 3-07, 3-09, 3-90; ATTP 3-37.31, 5-01.1; FMs 3-09.31, 3-52, 6-20-30, 6-20-40, 7-100.1, 7-100.4; FMI 2-01.301			
2.1. Army Command Post Composition, Roles, and Functions (FC, AC2, G2)	Academic	Biennial	Biennial
2.2. Ground Weapon Systems (Capabilities) and Munitions	Academic	Biennial	
2.3. Army Aviation Systems Capabilities and munitions	Academic	Biennial	
3. US Air Force & ASOC Block TR: AFDDs 1, 3-1, 3-03, 3-50, 3-52, 3-13, 3-13.1; AFTTP 3-1.GP, 3-1.A-10, 3-1.F-16, 3-1.TACS; AFTTP(I)s 3-2.6, 3-2.17; JP 3-09.3; AFI 13-114 Vol 3			
3.1. Close Air Support (CAS) Weapons Capabilities and munitions	Academic	Biennial	
3.2. ASOC Mission Execution, Considerations, and TACS/AAGS integration	Academic	Biennial	Biennial
4. Digitally Aided CAS Block			
4.1. ASOC GATEWAY	Academic	Biennial	
4.2. TACP-CASS	Academic	Biennial	
4.3. TBMCS (WARP; ESTAT/FSTAT; AATWEB)	Academic	Biennial	
4.4. AOC Products (ATO; ACO; SPINS; RSTA)	Academic	Biennial	
5. Tactical Communications Equipment & Basics TR: Applicable T.O.s; FM 6-02.53			
5.1. Radio Telephone procedures	Task	Annual	Annual
5.2. Use SOI/cryptographic devices (RASKL/SKL)	Task	Annual	Annual
5.3. Authenticate & Encode/Decode Radio Transmission	Task	Annual	Annual
6. Vehicle Mounted TACP Radio Systems			
6.1. Multi-Band Comm system (DCP)	Task	Annual	
7. Manpack Portable Radios TR: T.O.s; FM 6-02.53			
TRAINING ITEMS	TYPE	OPS	SPT
7.1. Multi-Band Portable (PRC-117F/G)	Task	Annual	
7.2. HF Portable (PRC-150)	Task	Annual	
7.3. Multi-Band Handheld (PRC-148)	Task	Annual	Annual
8. Vehicle Operations & Convoys TR: AFMAN 24-306(I); AFTTP(I) 3-2.58; TC 21-305, 21-305-2, 21-305-4, 305-8, 21-305-11, 21-305-20 ; Applicable T.O.s.			

8.1. Convoy Procedures – Tactical	Task	Annual	Annual
8.2. Night Conditions	Task	Annual	Annual
9. Navigation TR: FM 1-02, 3-25.26, 21-31, 21-305; TOs			
9.1. Vehicle	Task	Annual	Annual
9.2. Foot Day or Night (DAGR, compass)	Task	Annual	
Map Information			
9.3. Use Tactical Map Symbols/overlays	Task	Annual	Annual
9.4. Plot / Extract Mil. Grid Reference System	Task	Annual	Annual
9.5. Plot / Extract Latitude/Longitudes	Task	Annual	
9.6. Use GARS	Task	Annual	
9.7. Operate DAGR	Task	Annual	Annual
10. Field Skills TR: FMs 3-21.75, 21-60, 22-6, 21-10; ATTP 3-34.39; STP 21-1-SMCT			
10.1. Duty section equipment Field Deployment and Set Up	Task	Annual	Annual
10.2. Personal camouflage	Task	Annual	Annual
10.3. Equipment camouflage	Task	Annual	Annual
10.4. Field Hygiene	Academic	Biennial	Biennial
10.5. Combat Techniques (Small Unit, Maneuver Basics)	Task	Annual	
11. Adversary Platform and Equipment Knowledge TR: AFTTP 3-1.Threats and Counter-Measures; AFTTP 3-1.TG; FM 3-21.8; FM 3-09.31; Current Intelligence	Academic	Biennial	
12. ISR Integration TR: AFTTP 3-1.AWACS, Compass Call, Commando Solo, JSTARS, Predator, Reaper, RC135, Global Hawk, U-2; 1N051 Career Development Course; AFCENT published guidance	Academic	Biennial	
13. Collection and Reporting	Academic	Biennial	

NOTE: Refer to **Table 4.1** for required task/knowledge level.

6.4. CT Operations Crew Duty Position Training (FMT). Full Mission Training (FMT) events are designed to maintain mission readiness for ASOC ops personnel executing crew duties. ASOC ops personnel must accomplish two FMTs every 180 days. FMT events will utilize checklists from the Mission Element section of the gradesheets in **Attachment 5** to the maximum extent possible. Refer to **Table 6.2** for FMT event requirements.

Table 6.2. Full Mission Training Events.

TRAINING ITEMS ¹	Operations Personnel	Support Personnel
IW or CW Scenario	See Note #2	
IW or CW Scenario	See Note #2	

NOTES:

1. See **paragraph 5.7** for currency requirements.
2. Can be accomplished in any qualified ASOC operations crew duty position.
3. Procedural control training will be emphasized during FMT events.

6.4.1. ASOC ops personnel that are qualified in multiple duty positions must accomplish at least two FMTs every 180 days for each duty position qualification. For example, an officer who is a qualified ASM, ATOM and SAD must do one FMT as the ASM, one as the ATOM, and one as the SAD. ANG must accomplish one FMT every 180 days.

6.4.2. FMT events completed during MQT do not count toward maintaining CMR currency. The recurring training period begins from the initial CMR date.

6.5. Recurring Assessment Events. In order to ensure proficiency, accountability, and mission readiness, personnel will receive a recurring assessment for each ASOC duty position in which they are qualified. Failure to successfully complete a recurring assessment will result in an individual being placed on N-CMR status in that duty position (see **paragraph 5.3**).

6.5.1. Academic assessment. Operations personnel will complete a test from the ASOC Master Question File (MQF) on a recurring basis.

6.5.2. Operational assessment. Operations personnel will complete a crew duty assessment on a recurring basis. This will be conducted via an FMT event with a CMR-qualified individual observing performance. The assessment should analyze, by observation or discussion, an individual's performance and knowledge in all qualified duty positions.

6.5.3. There can be a maximum of 17 months between assessments. For example, an individual who accomplishes an Academic assessment on 10 August 2011 must re-accomplish that Academic assessment by midnight, 31 January 2013.

6.5.4. The Academic assessment is a separate event, and not directly tied to the Operational assessment. For example, an individual who is dual qualified as an ATOM and ASM must accomplish one Academic assessment, one ATOM FMT assessment, and one ASM FMT assessment within 17 months.

6.5.4.1. The PC and SAD/T have a separate, duty position specific Academic assessment. See **Chapter 7**. All other ASOC crew duty positions only have the MQF Academic assessment.

6.5.4.2. Operational assessments may be combined into one event if: 1) the individual doing the assessments is qualified in the same duty positions as the individual taking the assessments; and 2) there is enough time and the mission scenario allows for the accomplishment of all required tasks for each duty position being assessed.

6.5.5. Informal assessments and feedback should be conducted during all FMT events. Supervisors should recommend additional training and/or N-CMR status for individuals who do not demonstrate a satisfactory level of performance and/or operational knowledge.

6.6. Documentation. Document completed training tasks for officer and enlisted on AF Form 1098, or approved product. The most recent copy of these documents will be kept in the individual's ASOC training folder IAW **paragraph 2.4**.

6.6.1. Record the score and date of the most recent MQF examination on an MFR in all ASOC Training Folders. As applicable, record the score and date for the PC and/or SAD/T Academic assessment in the ASOC Training Folder.

6.6.2. Document the operational assessments (FMTs) using the gradesheets in [Attachment 5](#).

6.6.3. Document the comprehensive skills assessment on AF Form 803.

Chapter 7

ASOC DUTY POSITION UPGRADE TRAINING

7.1. General. This chapter provides guidance for the prerequisites, training requirements and certification for the operations crew duty positions and functions of Procedural Controller (PC) and Senior Air Director/Technician (SAD/T). There is not a specific sequence for completing this training. An individual that is CMR-qualified in the upgrade position will grade all upgrade FMT events (including assessments), and will use the grade sheets in [Attachment 5](#). Squadron leadership will nominate individuals to complete upgrade training. The training outlined in this chapter is the minimum acceptable; units are encouraged to conduct additional training as outlined in their unit OIs when upgrading personnel. This chapter applies only to operations crew duty positions.

7.2. Procedural Controller (PC) Upgrade Training.

7.2.1. PC Prerequisites. Personnel currently qualified in a duty position must complete a unit developed training program to become a PC. This program will be outlined in the unit OI. 1C5D will accomplish PC upgrade during MQT.

7.2.2. PC Academic Training. Personnel will receive and document the following training:

7.2.2.1. Aircraft operating characteristics, capabilities and limitations.

7.2.2.2. Threats to air operations.

7.2.2.3. Combat airspace fundamentals; review/understand Airspace Control Plan (ACP), Air Control Order (ACO), Airspace Coordinating Measures (ACM) and Special Instructions (SPINS).

7.2.2.4. Impacts on combat operations (e.g. weather, geography, etc.).

7.2.2.5. Review applicable portions of AFI 11-214, *Air Operations Rules and Procedures*, and local/ applicable range regulations.

7.2.2.6. Operational brevity words, definitions, and communications standards.

7.2.2.7. Review AFTTP 3-3.JSTARS, chapter 12, Procedural Control. (Note: This prerequisite will be replaced with Tactics Bulletin, ASOC Operations, when published)

7.2.3. PC Operations Crew Duty Position Training (FMT). Training will focus on mission planning, ACM processes, joint airspace integration, and will grade the PC candidate's ability to:

7.2.3.1. Comply with ACP, SPINS and Rules of Engagement (ROE).

7.2.3.2. Plan and execute effective CAS stacks integrating joint fires, weather, threat activity and aircraft performance.

7.2.3.3. Maintain situational awareness on airspace users.

7.2.3.4. Coordinate with C2 agencies (e.g. CRC, AWACS, JSTARS, AOC, etc.).

7.2.3.5. PC training scenarios (to be accomplished in order):

- 7.2.3.5.1. PTT-1. A current PC-qualified individual demonstrates and then allows the PC candidate to conduct basic procedural control techniques and practices.
 - 7.2.3.5.2. PTT-2. Consists of limited aircraft; employs preplanned ACMs and preplanned indirect and joint fires.
 - 7.2.3.5.3. FMT-1. Consists of multiple types of aircraft (rotary and fixed-wing); employs simplistic enemy threats, preplanned and dynamic ACMs, and indirect and joint fires.
- 7.2.4. PC Assessment. Units will conduct an initial assessment of PC candidates to validate their aptitude and competency to control airborne assets. This assessment will be accomplished by a PC-qualified individual.
- 7.2.4.1. Academic assessment. Explain procedural control, airspace factors, and combat operations to the level of satisfaction as determined by the certifying PC-qualified individual.
 - 7.2.4.2. Operational Assessment (PC FMT). Conduct an FMT PC assessment event. This assessment should consist of numerous types of aircraft, significant enemy activity, and highly dynamic ACMs and indirect and joint fires.
- 7.2.5. The unit commander will certify each PC in writing by MFR following satisfactory completion of all PC assessments. This MFR will be maintained in the individual's ASOC training folder. The unit commander or OTM/UTM will maintain a document (Letter of X's) that identifies an individual's PC qualifications, and will maintain documentation in the individual ASOC training folder.

7.3. Senior Air Director / Senior Air Technician (SAD/T) Upgrade Training. Squadron leadership should only nominate, and unit commanders should only approve, the most qualified individuals for SAD/T training. A highly qualified individual is experienced in multiple ASOC duty positions. This upgrade is the most comprehensive process within ASOC duty position qualification training, and requires significant resources to complete.

7.3.1. SAD/T Prerequisites. Personnel upgrading to SAD/T must have a minimum of one year of CMR experience. Individuals upgrading to SAT must be a Senior NCO 1C471 DAFSC.

7.3.1.1. Squadron commander may waive up to six months of CMR experience.

7.3.2. SAD/T Academic and Exercise Training. Units will tailor this training plan for each individual candidate for squadron commander approval. It should be designed for hands-on experience, as well as classroom training. Training should include the following areas:

7.3.2.1. Joint Fires capabilities and integration.

7.3.2.2. Army CAS planning and TACP operations (e.g. accomplished through participation/ observation during a major division/corps level exercise, such as GREEN FLAG, UNIFIED ENDEAVOR, division/corps mission readiness exercise [MRX], etc.).

7.3.2.3. Digitally-aided CAS and Gateway operations, processes and employment. The candidate must complete the Joint Interoperability Course (JT-101), and advanced Gateway academics (attending the Multi-Tactical Data Link Advanced Joint Interoperability Course (MAJIC) [JT-102] would satisfy this requirement).

7.3.2.4. AOC operations, processes and employment (e.g. accomplished by attending the Joint Air Operations Planning Course [JAOPC], Maxwell AFB AL).

7.3.3. SAD/T Operations Crew Duty Position Training (FMT). SAD/T upgrade training will place specific emphasis on efficient ASOC crew operations and mission integration (refer to AFI 13-114, Volume 3, paragraph 2.5).

7.3.3.1. FMT-1, Crew Operations. Focus on internal ASOC crew responsibilities, processes, and coordination.

7.3.3.2. FMT-2, TAGS. Focus on external integration with element of both the TACS/AAGS.

7.3.4. SAD/T Assessment. Units will have a CMR-qualified SAD/T conduct an assessment of SAD/T candidates to validate their capability to function as a SAD/T.

7.3.4.1. Academic assessment. Explain ASOC operations processes, functions, and squadron's assigned mission to a CMR qualified SAD/T's level of satisfaction.

7.3.4.2. Operational Assessment. A CMR-qualified SAD/T will conduct an FMT assessment trainer to determine the SAD/T candidate's ability to effectively manage/supervise the entire ASOC operations crew, and to properly integrate with other elements of the TAGS.

7.3.4.3. Following the successful completion of the SAD/T candidate's assessment, the unit commander must approve the SAD/T candidate. The unit commander or OTM/UTM will maintain a document (Letter of X's) that identifies an individual's positional qualifications, and will maintain documentation in the individual training folder.

7.3.5. SAD/T Currency and Recurring Assessment.

7.3.5.1. SAD/Ts must accomplish one FMT in the SAD/T duty position annually. The recurring assessment event does NOT count towards this requirement. If a SAD/T does not meet this requirement, they must retrain IAW a unit commander approved retraining program, and documented in the individual's training record.

7.3.5.2. All CMR SAD/Ts will accomplish a recurring assessment IAW **paragraph 6.5.2**, specific to SAD/T duties.

Chapter 8

THEATER AIR CONTROL TRAINING INFORMATION COMPUTER SYSTEM

8.1. General.

8.1.1. TACTICS provides the user with access to online courseware, and the ability to record courses and tests taken offline from the training tables. Users also have access to the Power Point® presentations associated with each course, including full course notes as well as all non-restricted references and a glossary of terms.

8.1.2. Access into TACTICS is divided into three separate areas: Super User, Level II and Student. Super User access is reserved for administrative use only. Level II access is an administrative level for users that allows them to enter assigned personnel into the TACTICS system and to track unit/individual progress. Level II use is regulated by ACC/A3FC, with inputs from the other MAJCOMs, and will be granted only to accommodate the level of view necessary to perform assigned duties. Typically, the Level II users are the Unit Training Managers, but can include higher ranking officers with a need-to-know. Student is the standard user level that allows a member to take tests and view their individual progress only.

8.2. Training in TACTICS. Training in TACTICS is accomplished through units known as Modules. Each module is followed by a mandatory test and a criterion checklist, when applicable. Test formats are either true-or-false, or multiple choice, and test questions are randomly generated each time. TACTICS tests are designed to be taken in an open book format. Visual cues give the learner immediate indication of which modules they have not attempted, attempted and failed, or completed successfully.

8.2.1. All user scores are stored and maintained, as well as the individual answers to each question, so a user may go back and review those questions they missed. If the user is unsuccessful in accomplishing a test, they are not allowed to view their responses and must review the training material. However, if the person passes the test but has missed one or two questions, they will be allowed to review the correct responses and the associated references. Supervisors are notified via e-mail of a subordinate's progress (pass/fail) through the training modules.

8.3. Responsibilities for TACTICS. The responsibilities for use of TACTICS are as follows:

8.3.1. ACC/A3FC will:

8.3.1.1. Be responsible for overall control and management of the TACTICS system.

8.3.1.2. Grant, upon request, Level II access for TACTICS on a need-to-have basis.

8.3.1.3. Provide direction and prioritization of module production.

8.3.2. Commanders will:

8.3.2.1. Ensure that TACTICS is instituted and operated at unit level.

8.3.2.2. Utilize TACTICS to track individual/unit training status.

8.3.3. Level II/Administrators will:

8.3.3.1. Ensure that personnel are knowledgeable of TACTICS.

8.3.3.2. Ensure that incoming personnel are registered in the TACTICS system and that their personnel information is correct.

8.3.3.3. Upon permanent change of station (PCS), transfer personnel registered in the TACTICS departing the unit to their gaining unit.

8.3.3.4. Track individual/unit training progress and report to the commander any negative trends.

8.3.3.5. Use their chain of command to request any upgrades to Level II access.

8.3.3.6. If problems occur, contact technical support at techsupport@odysseyconsult.com.

8.3.4. Standard Users/Students will:

8.3.4.1. Upon PCS, contact the gaining Unit Training Manager to ensure that their registration in TACTICS was transferred.

8.3.4.2. Maintain current e-mail addresses for themselves and their supervisor in the TACTICS system (This is a priority).

8.3.4.3. Maintain current Student Profile information.

8.3.4.4. Read the system messages each time they login to stay aware of course additions and updates.

8.3.4.5. Contact technical support at techsupport@odysseyconsult.com if problems operating TACTICS occur.

8.4. TACTICS Level II Access.

8.4.1. Each Squadron and Group should have a limited number of personnel with Level II access capability in order to load newly assigned personnel, and to monitor all training progression in the unit. Level II access is usually reserved for the unit commander, director of operations, operations superintendent, training NCOIC, and any other person identified by the commander.

8.4.2. Each squadron will forward the names of the personnel requiring Level II access to their appropriate Group (for those squadrons without a Group, forward names to appropriate MAJCOM). The Groups will forward the names to the appropriate MAJCOM. USAFE and PACAF will submit names to ACC/A3F, who will process all Level II access requests.

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DCS, Operations, Plans & Requirements

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Prescribed Forms

None

Adopted Forms

AF Form 623A, *On-the-Job Training (OJT) Record*

AF Form 847, *Recommendation for Change of Publication*

AF Form 1098, *Special Task Certification and Recurring Training*

Abbreviations and Acronyms

A/C—Aircraft

AAGS—Army Air-Ground System

AATWEB—ATO/ACO Tool Web-based (TBMCS)
AC2—Airspace Command and Control (U.S. Army)
ACC—Air Combat Command
ACM—Airspace Coordinating Measure
ACO—Airspace Control Order
ACP—Airspace Control Plan
ADP—Army Doctrine Publication
AF—Air Force
AFB—Air Force Base
AFDD—Air Force Doctrine Document
AFI—Air Force Instruction
AFMAN—Air Force Manual
AFMCI—Air Force Materiel Command Instruction
AFPAM—Air Force Pamphlet
AFPD—Air Force Policy Directive
AFRIMS—Air Force Records Information Management System
AFSC—Air Force Specialty Code
AFTR—Air Force Training Record
AFTTP—Air Force Tactics, Techniques, and Procedures
AFTTP(I)—Air Force Tactics, Techniques, and Procedures (Inter-service)
ALO—Air Liaison Officer
ALOQC—Air Liaison Officer Qualification Course
ANG—Air National Guard
AO—Area of Operation
AOC—Air and Space Operations Center
ASM—Air Space Manager
ASOC—Air Support Operations Center
ASOC IQC—ASOC Initial Qualification Course
ASOG—Air Support Operations Group
ATO—Air Tasking Order
ATOM—Air Tasking Order Manager
ATTP—Army Tactics, Techniques, and Procedures

AWACS—Airborne Warning and Control System
BDA—Battle Damage Assessment
CAS—Close Air Support
CASDO—CAS Duty Officer (AOC)
CC—Commander
CDE—Collateral Damage Estimate
CMR—Combat Mission Ready
COA—Course of Action
COIN—Counter-Insurgency
COMPUSEC—Computer Security
COMSEC—Communications Security
COP—Common Operational Picture
CRC—Control and Reporting Center
CSAR—Combat Search and Rescue
CT—Continuation Training
CTS—Combat Training School
CW—Conventional Warfare
DAGR—Defense Advanced GPS Receiver
DMOC—Distributed Mission Operations Center
DOC—Designed Operational Capability
DOT—Director of Training
DTOC—Distributed Training Operations Center
EMSEC—Emissions Security
ESTAT—Execution Status and monitoring (TBMCS)
EW—Electronic Warfare
FC—Fires Cell
FM—Field Manual (U.S. Army)
FMI—Field Manual Interim (U.S. Army)
FMT—Full Mission Trainer
FMV—Full Motion Video
FRAGO—Fragmentary Order
FSC—Fire Support Cell

FSCM—Fire Support Coordination Measure

FSE—Fire Support Element

FSO—Fire Support Officer

FSTAT—Force Status and monitoring (TBMCS)

GARS—Global Area Reference System

GCAS—Ground-alert CAS (sortie)

GPS—Global Positioning System

HPT—High Payoff Target

HQ—Headquarters

HTSA—Host-Tenant Support Agreement

HVAC/R—Heating, Ventilation, Air Conditioning and Refrigeration

HVI—High Value Individual

HVT—High Value Target

IA—Information Assurance

IAW—In Accordance With

IBA IIQC—Intelligence Battlefield Airman Intelligence Initial Qualification Course

ICT—Interface Control Technician

IDO—Intelligence Duty Officer

IDT—Intelligence Duty Technician

IP—Internet Protocol

IPOE—Intelligence Preparation of the Operational Environment

IQT—Initial Qualification Training

IRC—Internet Relay Chat

IROC—Intelligence, Surveillance, and Reconnaissance Operations Course

ISR—Intelligence, Surveillance, and Reconnaissance

ISRD—Intelligence, Surveillance, and Reconnaissance Division (AOC)

ISSA—Inter-Service Support Agreement

IW—Irregular Warfare

JADOCS—Joint Automated Deep Operations Coordination System

JARN—Joint Air Request Net

JFC—Joint Firepower Course

JICO—Joint Interface Control Officer

JP—Joint Publication

JRE—Joint Range Extension

JREAP—Joint Range Extension Application Protocol

JSTARS—Joint Surveillance Target Attack Radar System

JTAC—Joint Terminal Attack Controller

JTAR—Joint Tactical Airstrike Request

MAJCOM—Major Command

MAJIC—Multi-tactical data link Advanced Joint Interoperability Course

MQF—Master Question File

MQT—Mission Qualification Training

MRT—Military Ruggedized Tablet

MRX—Mission Readiness Exercise (Army)

MSN—Mission

MTTP—Multi-service Tactics, Techniques, and Procedures

N-CMR—Non-Combat Mission Ready

N/A—Not Applicable

NAF—Numbered Air Force

NCO—Non-Commissioned Officer

NCOIC—NCO in Charge

NGB—National Guard Bureau

NTISR—Non-Traditional Intelligence, Surveillance, and Reconnaissance

OB—Order of Battle

OI—Operating Instruction

OPLAN—Operations Plan

OPORD—Operations Order

OPR—Office of Primary Responsibility

OPTASKLINK—Operations Task Link

OTM—Operations Training Manager

PA—Privacy Act

PACAF—Pacific Air Forces

PC—Procedural Controller

PCS—Permanent Change of Station

PDS—Personnel Data System code (Air Education and Training Command)
PTT—Part Task Trainer
RASKL—Really Simple Key Loader
RDS—Records Disposition Schedule
RICO—Regional Interface Control Officer
RODAO—Rosetta Database to the Air Operations Database (TBMCS)
ROE—Rules of Engagement
ROZ—Restricted Operations Zone
RPV—Remotely Piloted Vehicle
RSTA—Reconnaissance, Surveillance, and Target Acquisition
SA—Situational Awareness
SAD—Senior Air Director
SAT—Senior Air Technician
SEAD—Suppression of Enemy Air Defenses
SEI—Special Experience Identifier
SITREP—Situation Report
SKL—Simple Key Loader
SMCT—Soldier’s Manual of Common Tasks (U.S. Army)
SOI—Signal Operating Instructions
SORTS—Status of Resources and Training System
SPINS—Special Instructions
SSTR—Stability, Security, Transition and Reconstruction
STONE—Special ops Theater Operations Net-centric Environment (TBMCS simulator)
STP—Soldier Training Publication (U.S. Army)
TACP—Tactical Air Control Party
TACP—CASS—Tactical Air Control Party-Close Air Support System
TACS—Theater Air Control System
TACTICS—Theater Air Control Training Information Computer System
TAD—Tactical Air Direction (network)
TAGS—Theater Air-Ground System
TBA—Training Business Area
TBMCS—Theater Battle Management Core Systems

TDY—Temporary Duty
TG—Threat Guide
TIC—Troops in Contact
T.O.—Technical Orders
TR—Training Reference
TST—Time Sensitive Target
TTL—Training Task List
TTP—Tactics, Techniques, and Procedures
UCMJ—Uniform Code of Military Justice
USAFE—United States Air Forces Europe
UTA—Unit Training Assembly
UTC—Unit Type Code
UTM—Unit Training Manager
VNC—Virtual Network Computing
WARP—Web Air Request Processor (TBMCS)

Terms

Combat Mission Ready (CMR)—The status awarded to an individual who completes IQT and MQT, and is certified by the commander ([Chapter 5](#)).

Continuation Training (CT)—Training required to maintain duty position qualification.

Full Mission Trainer (FMT)—An FMT event requires crew and system integration for operations personnel to perform part or all of the ASOC mission/functions. Crew size is scalable for an FMT event, but having the majority of the duty position functions performing will make for a more effective training session. The FMT may be accomplished via live events (e.g. large scale exercises or local CAS training) used in conjunction with simulation (virtual or constructive) methods that emulate functions and players not within the exercise. Fully simulated events are most appropriate when ASOC training objectives have priority over all other players.

ASOC FMT Scenarios. ASOC FMT scenarios fall within two broad categories: Irregular Warfare (IW) and Conventional Warfare (CW).

Irregular Warfare (IW). IW is a type of warfare that is not associated with a traditional linear battlefield, and is representative of contemporary real—world operations. Other terms associated with IW include “non-linear warfare; stability, security, transition and reconstruction operations (SSTR); and counter-insurgency (COIN) operations.” In many cases, kinetic operations are less intense than information, mobility, and intelligence operations.

Conventional Warfare (CW). Conventional Warfare is a type of warfare that is linear in nature with well—defined battle areas and boundaries between the opposing forces. Other terms

associated with Conventional Warfare include “full-scale operations.” In many cases, kinetic operations are the driving requirement.

Initial Qualification Training (IQT)—A formal training process designed to initially qualify an individual to perform their duty position requirements without regard to unit’s operational mission.

Mission Qualification Training (MQT)—Training required to achieve a basic level of competence in a unit’s primary tasked missions. This training is a prerequisite for CMR status.

Non—Combat Mission Ready (N-CMR)—The status CMR individuals are placed in after failing to complete academic/proficiency training or currency requirements within the allotted training cycle.

Operations Personnel—Individuals assigned to an ASOC duty position with the following AFSCs; 1XXXU, 13XXX, 14N, 1C4X1, 1C5X1, 1C5X1D, and 1N0XX.

Operations Officer. The Operations Officer is from AFSC 13L, 11X, 12X or 13B, or a Senior Non—Commissioned Officer (NCO) 1C471/1C491. The ASOC Operations Officer performs the crew duties of Senior Air Director (SAD), Air Tasking Order [ATO] Manager (ATOM), and/or Air Space Manager (ASM). A Senior NCO can fill ATOM or ASM duty positions, except the Senior Air Director.

Officers may perform technician duties (except Senior Air Technician [SAT]), if required and certified.

Senior Enlisted operations personnel may perform all technical duties, if required and certified.

Operations Enlisted. Enlisted ASOC operations personnel consist of Tactical Air Control Party (1C4) specialist, Command and Control Battle Management Operator (1C5) or Weapons Director (1C5X1D). These personnel perform the ASOC crew duties of JARN Operator, Interface Control Technician (ICT), and/or Procedural Controller (PC). The Senior Air Technician (SAT) position (formerly the Crew Superintendent) will be filled by a Senior NCO 1C4 AFSC (MAJCOM waiverable to E—6).

Intelligence Duty Officer/Intelligence Duty Technician (IDO/T). The IDO and IDT are Intelligence personnel (14N and 1N0X1) fulfilling specific functions, and will complete MQT certification.

Part Task Trainer (PTT)—A PTT event is any event where an individual performs a limited aspect of the ASOC mission/functions. The training focuses on an individual performing limited or specific operations crew duty functions. Systems training, initial position set-up and position mission planning are examples of appropriate PTT events. The PTT may be accomplished via live events (e.g. large scale exercises or local close air support [CAS] training), but is best designed for small-scale, simulation (virtual or constructive) events.

Support Personnel—Individuals (other than Operations personnel) assigned to an ASOC UTC duty position. Support personnel consist of members performing the following functions:

Cyberspace Control Officer (17D3B)/Superintendent (3D190). Manages system analysis and design, programming, systems operation and maintenance, resource management and security management. Directs activities for installing, maintaining, repairing, overhauling, deploying, and modifying cyberspace systems and equipment platforms. In addition, manages and directs

network warfare operations in garrison and at deployed locations by performing duties to develop, sustain, and enhance network and electromagnetic capabilities. Ensures personnel are trained, equipped, and available to perform the assigned mission.

Cyber Systems Operations (3D0X2). Installs, supports and maintains servers or other computer systems and plans for responding to service outages and interruptions to network operations. Administers server—based networked systems, distributed applications, network storage, messaging, and application monitoring required to provision, sustain, operate and integrate cyber networked systems and applications in garrison and at deployed locations. Core competencies include: server operating systems, database administration, web technologies, systems-related project management and supervising computer operators as well as consultant for computer-based problems beyond the knowledge of Client Systems technicians. Supports identification, reconnaissance and exploitation of vulnerabilities while enhancing capabilities within cyber environments to achieve desired affects.

Cyber Surety (3D0X3). Supervises or operates fixed and deployed information systems and telecommunications resources to monitor, evaluate and maintain systems, policy and procedures to protect clients, networks, data/voice systems and databases from unauthorized activity. Administers and manages the overall Information Assurance (IA) program to include Communications Security (COMSEC), Emissions Security (EMSEC) and Computer Security (COMPUSEC) programs. Identifies potential threats and manages resolution of security violations. Enforces national, Department of Defense, and Air Force security policies and directives.

Cyber Transport Systems (3D1X2). Deploys, sustains, troubleshoots and repairs standard voice, data and video network infrastructure systems, Internet Protocol (IP) detection systems and cryptographic equipment. Performs, coordinates, integrates and supervises network design, configuration, operation, defense, restoration, and improvements. Analyzes capabilities and performance, identifies problems, and takes corrective action. Fabricates, terminates, and interconnects wiring and associated network infrastructure devices.

RF Transmission Systems (3D1X3). Deploys, sustains, troubleshoots and repairs standard radio frequency wireless, line—of-sight, beyond line-of-sight, wideband, and ground-based satellite and encryption transmission devices in a fixed and deployed environment. Included are multiple waveform systems operating across the spectrum, keying and signal devices; telemetry, and instrumentation systems. Establishes and maintains circuits, configures and manages system and network connectivity.

Power Production / HVAC (3E0X2 / 3E1X1). Installs, removes, operates, maintains, and repairs electrical power generating and control systems, aircraft arresting systems, and associated equipment.

Heating, Ventilation, Air Conditioning, and Refrigeration (3E1X1). Installs, operates, maintains, and repairs HVAC/R systems, combustion equipment, and industrial air compressors. Maintains and repairs non—electric kitchen equipment. Manages HVAC/R functions and activities.

Vehicle Maintenance (2T3X1). Performs vehicle maintenance activities on military and commercial design general and special purpose, base maintenance, aircraft and equipment towing vehicles, and vehicular equipment. Activities include inspection, diagnostics, repair, rebuild of components and assemblies, welds metals and cuts vehicle glass.

Materiel Control (2S0X1). The Materiel Management Field encompasses managing, controlling, and operating materiel management systems associated with specified Classes of Supply. This field includes functions of designing, developing, analyzing, and operating materiel management systems; requirements determination and computation; operating and managing materiel storage warehouses; equipment review and validation; records maintenance; inventory and distribution control; inspection and identification of property; and assisting commanders in maintaining accountability of assigned readiness spares and equipment.

Tactical Air Control Party (TACP)—A subordinate operational component of a tactical air control system designed to provide air liaison to land forces and for control of aircraft (JP 3-09.3). TACPs are the principal Air Force liaison elements aligned with Army maneuver units from battalion through corps and consist of air liaison officers and enlisted terminal attack controllers. TACPs advise ground commanders on the capabilities and limitations of aerospace power and provide the primary Air Force terminal attack control of close air support in support of ground force (AFDD 2-1.7).

Unit Training Assembly (UTA)—UTA is one full ANG drill weekend. When computing due dates, the UTA weekend on which an event initially takes place does not count. For example, a reference allows for two UTAs for completion of an event. The original decision/event occurs during the drill weekend in March. The unit/individual would have until the end of the drill weekend in May to complete the action/response.

White Cell—The white cell (or actual agency) will inject training events that create tactical problems and situations for the ASOC operations crew to resolve. The white cell (e.g. Group/Squadron personnel, Distributed Training Operations Center [DTOC], Distributed Mission Operations Center [DMOC]), in conjunction with unit training officers/Weapons and Training shop, is responsible for the overall scenario development, management and execution.

Attachment 2

TASK MEASUREMENT STANDARD

Table A2.1. Task Measurement Standard Scales and Definitions.

LEVELS	SCALE VALUE	DEFINITIONS: The Individual:
TASK PERFORMANCE LEVELS	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (LIMITED)
	2	Can do most parts of the task. Needs only help on hardest parts. (PARTIALLY PROFICIENT)
	3	Can do all parts of the task. Needs only spot check of completed work. (COMPETENT)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (HIGHLY PROFICIENT)
* TASK KNOWLEDGE LEVELS	a	Can name parts, tools, and simple facts about the task. (NOMENCLATURE)
	b	Can determine step-by-step procedures for doing task. (PROCEDURES)
	c	Can identify why and when the task must be done and why each step is needed. (PRINCIPLES)
	d	Can predict, isolate, and resolve problems about the task. (ADVANCE THEORY)
** SUBJECT KNOWLEDGE LEVELS	A	Can identify basic facts and terms about the subject. (FACTS)
	B	Can identify relationships of basic facts and state general principles about the subject. (PRINCIPLES)
	C	Can analyze facts and principles and draw conclusions about the subject. (ANALYSIS)
	D	Can evaluate conditions and make proper decisions about the subject. (EVALUATION)

* A task knowledge scale value may be used alone or with a task performance scale value to define a level of knowledge for a specific task (Example: b and 1b).

** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks.

Attachment 3

RECOMMENDED TRAINING COURSES

A3.1. The following personnel may attend the ACC Joint Firepower Course (JFC), Nellis Air Force Base NV (unit funded):

A3.1.1. AFSC 17D3X, Cyberspace Operations Officer, assigned to an ASOC.

A3.1.2. 9-Level support personnel assigned to an ASOC as the Maintenance Supervisor.

A3.2. The following personnel may take the Link-16 Joint Interoperability Course (JT 101) course as recommended by the unit commander (available online at: <https://www.my.af.mil/gcss-af/USAF/ep/globalTab.do?channelPageId=s6925EC1344700FB5E044080020E329A9>).

A3.2.1. ASOC operations officers.

A3.2.2. ASOC operations enlisted personnel.

A3.2.3. AFSC 3D1X3, RF Transmissions Systems, assigned to support an ASOC Gateway.

A3.2.4. AFSCs 3D0X2/3D1X2, Cyber Systems Operations/Cyber Transport Systems, assigned to support an ASOC Gateway.

A3.3. Units may send selected individuals to:

A3.3.1. JT-102 (Multi-Tactical Data Link Advanced Joint Interoperability) course at Fort McPherson, Georgia (ACC-funded).

A3.3.2. Joint Range Extension (JRE) course (unit funded).

A3.3.3. Combat Life Saver Course (unit funded).

A3.4. The following personnel may attend the Intelligence, Surveillance, and Reconnaissance Operations Course (IROC) at Goodfellow Air Force Base TX (unit funded):

A3.4.1. AFSC 14NXX and 1NOX.

Attachment 4

SAMPLE LETTER OF XS

A4.1. Sample Letter of Xs.

SAMPLE AIR SUPPORT OPERATIONS CENTER LETTER OF QUALIFICATIONS FOR THE XXX ASOC										
RANK / NAME	Air Space Manager	ATO Manager	JARN	ICT	Intel Duty Officer	Intel Duty Tech	PC	Senior Air Director	Senior Air Tech	
Lt Col Smith, Adam (Ops)	X	X						X		
Maj Smith, Bob (Ops)	X	X					X			
Capt Smith, Charles (IDO)					X					
MSgt Smith, David (Ops)		X	X				X		X	
TSgt Smith, Ed (Ops)			X	X						
SSgt Smith, Frank (IDT)						X				
SSgt Smith, Greg (Op)			X			X				
TOTAL	2	3	3	1	1	2	2	1	1	
CURRENT AS OF: 1 July 2012										
OTM/UTM SIGNATURE:										
COMMANDER SIGNATURE:										

AF IMT 3130, 20060215, V2

GENERAL PURPOSE (11 X 8-1/2")

[illegible]

OVERALL GRADE								SIGNATURE OF INSTRUCTOR	STUDENT'S INITIALS	SUPERVISOR'S INITIALS

A5.3. Air Space Manager (ASM) Positional Gradesheet. =====

POSITIONAL GRADESHEET <i>(Grading Criteria below)</i>		EXERCISE / RANGE / LOCATION					DUTY POSITION		DATE	
							Air Space Manager (ASM)			
TRAINEE / RANK <i>(Last, First, MI)</i>		FLIGHT			SCENARIO TITLE		INSTRUCTOR / RANK <i>(Last, First, MI)</i> / DSN			
MISSION ELEMENTS		UNKNOWN	DANGEROUS	GRADE 0	GRADE 1	GRADE 2	GRADE 3	GRADE 4	SCENARIO DESCRIPTION:	
1. Extract ASOC information from SPINS								REMARKS		
Call signs, TAD frequencies & data link comm plans								OVERALL:		
Locate procedures for unique missions such as: CSAR, TST, HVT/HPT, HVI or emergency CAS										
Extract information for (ROE) and (CDE)								SPECIFICS:		
Extract information for coordinating altitudes and airspace coordinating measures										
Extract and explain JTAR numbering system, ATO production timeline, and A/C beddown										
Explain aircraft ingress, egress, no radio, wounded bird procedures, CAS A/C comm procedures										
2. Extract ASOC information from ACP								Sample		
To build ROZs										
ACM request procedures										
Troops in Contact (TIC) banner										
3. Explain how to maintain theater SA for:										
Land component objectives										
Land component priority of fires										
Friendly land component OB and location										
Weather and potential impact										
ATO, ACP/ACO and SPINS										
Air component CAS allocation and priority										
Enemy OB and location										
Theater ROE										

4. Performance of ASM coordination tasks							
Inform PC of CAS Stack and Procedural Control plan changes							
CRC/AWACS to coordinate de-confliction							
Fire Support Cell (FSC) for artillery & SEAD affecting CAS							
Process JTAR internally with ASOC crew							
Request ACO changes to support CAS							
5. Performance of ASM execution tasks							
Track ACO changes and notify crew							
Inform PC of status updates on ACMs							
Utilize COP to track A/C and ACMs							
Create CAS Stack and Procedural Control Plan							
Provide CAS SA to FSC as needed							
6. Use of ASOC C2 systems							
6.1. TBMCS							
Use TBMCS/STONE (Special ops Theater Operations Net-centric Environment) to sort and filter available air component capabilities (aircraft type, ordnance, sensors, TADS and playtime)							
Obtain pertinent data via applications for A/C pairing i.e. WARP/ESTAT							
Utilize FSTAT to populate and filter pertinent data							
Troubleshoot TBMCS/STONE							
6.2. CHAT							
Connect to CHAT server							
Set up Logging options							
Set up Time Stamps							
Send files via CHAT capabilities							
Trouble Shoot							
6.3. JADOCS							
View ATO/ACO							
Import FalconView files							
Use JADOCS Managers							
Load map data							
Trouble Shoot							
Build a COP with applicable OBs, ACMs, FSCMs, aircraft ingress/egress routing and altitudes in JADOCS							
View tracks							
7. Crew change brief							
Locate and brief aircraft operating under ASOC control							
Determine and brief status of ASOC systems							
Provide SA to oncoming crew							
Brief aircraft issues							
Brief significant events							

Sample

GRADING CRITERIA

UNKNOWN - Performance was not observed or the element was not performed.

DANGEROUS - Performance was unsafe (one element marked "Dangerous" will require an overall grade of "Zero").

GRADE 0 - Performance indicates a lack of ability or knowledge.

GRADE 1 - Performance is safe, but indicates limited proficiency. Makes errors of omission or commission.

GRADE 2 - Performance is essentially correct. Recognizes and corrects errors.

GRADE 3 - Performance is correct, efficient, skillful and without hesitation.

GRADE 4 - Performance reflects an unusually high degree of ability.

NOTES: An overall grade of 2 or higher is required for an effective mission (**GO**).
 A grade of 0 on any Mission Element in **bold** will result in an overall grade of 0 (**NO-GO**).
 A grade of 1 on three or more Mission Elements in **bold** will result in an overall grade of 1 (**NO-GO**).

OVERALL GRADE																		SIGNATURE OF INSTRUCTOR	STUDENT'S INITIALS	SUPERVISOR'S INITIALS

A5.4. ATO Manager (ATOM) Positional Gradesheet. =====

POSITIONAL GRADESHEET (Grading Criteria below)	EXERCISE / RANGE / LOCATION						DUTY POSITION		DATE
							ATO Manager (ATOM)		
TRAINEE / RANK (Last, First, MI)	FLIGHT						SCENARIO TITLE	INSTRUCTOR / RANK (Last, First, MI) / DSN	
MISSION ELEMENTS	UNKNOWN	DANGEROUS	GRADE 0	GRADE 1	GRADE 2	GRADE 3	GRADE 4	SCENARIO DESCRIPTION:	
1. Extract ASOC information from SPINS								REMARKS	
Call signs, TAD frequencies & data link comm plans								OVERALL: SPECIFICS:	
Locate procedures for unique missions such as: CSAR, TST, HVT/HPT, HVI or emergency CAS									
Extract information for (ROE) and (CDE)									
Extract information regarding AOC coordination i.e.: GCAS launch, CASDO interaction									
Extract and explain JTAR numbering system, ATO production timeline, and JTAC beddown									
2. Extract ASOC information from ACP									
To build ROZs									
ACM request procedures									
TIC banner									
3. Explain how to maintain theater SA for:									
Familiar with the ACP									
Land component objectives									
Land component priority of fires									
Land component OB and location									
TACP status and contact information									
Enemy OB and location									
Theater ROE									
ATO, ACP/ACO and SPINS									
Air component CAS allocation and priority									
Situation Report (SITREP) from JTAC									

4. Performance of ATOM coordination tasks										
TACPs/ALOs for updates										
CASDO for mission augmentation i.e. tanker, SEAD, EW, etc										
Fires/GC for JTAR processing & A/C pairing										
Coordinate JTAR internally with ASOC Crew										
5. Execution of ATOM tasks										
Process received JTARs – Section II/Section III										
Assign allocated missions to requests										
Recommend prioritization of A/C pairings & backfill										
Direct asset scramble as required/able										
Request additional assets										
Battle track status of ongoing taskings										
Set up (as needed)/Utilize COP to identify A/C, friendly & target locations.										
6. Use of ASOC C2 systems										
6.1. TBMCS										
Set up and use TBMCS to sort and filter available air component capabilities (aircraft type, ordnance, sensors, TADs and playtime)										
Process JTAR & pair A/C as needed via WARP										
Coordinate processing of JTAR by ASOC crew										
Troubleshoot TBMCS/ STONE										
6.2. CHAT										
Connect to CHAT server										
Set up Logging options										
Set up Time Stamps										
Send files via CHAT capabilities										
Troubleshoot										
6.3. JADOCS										
Import ATO/ACO										
Import FalconView files										
Use JADOCS Managers										
Load map data										
Troubleshoot										
View tracks										
7. Crew change brief										
Status of JTARs/taskings & ATO (current/upcoming)										
Determine and brief status of ASOC systems										
Provide SA to oncoming crew										
Provide TACP Status										
Brief significant events										

Sample

GRADING CRITERIA

UNKNOWN - Performance was not observed or the element was not performed.

DANGEROUS - Performance was unsafe (one element marked "Dangerous" will require an overall grade of "Zero").

GRADE 0 - Performance indicates a lack of ability or knowledge.

GRADE 1 - Performance is safe, but indicates limited proficiency. Makes errors of omission or commission.

GRADE 2 - Performance is essentially correct. Recognizes and corrects errors.

GRADE 3 - Performance is correct, efficient, skillful and without hesitation.

GRADE 4 - Performance reflects an unusually high degree of ability.

NOTES: An overall grade of 2 or higher is required for an effective mission (**GO**).
A grade of 0 on any Mission Element in **bold** will result in an overall grade of 0 (**NO-GO**).
A grade of 1 on three or more Mission Elements in **bold** will result in an overall grade of 1 (**NO-GO**).

[illegible]

[illegible]

A5.6. Interface Control Technician (ICT) Positional Gradesheet.

POSITIONAL GRADESHEET <small>(Grading Criteria below)</small>		EXERCISE / RANGE / LOCATION		DUTY POSITION		DATE	
TRAINEE / RANK <small>(Last, First, MI)</small>		FLIGHT		SCENARIO TITLE		INSTRUCTOR / RANK <small>(Last, First, MI)</small> / DSN	
MISSION ELEMENTS		SCENARIO DESCRIPTION:					
1. Extract ASOC information from SPINS							REMARKS
Call signs, TAD frequencies & data link comm plans							OVERALL:
Locate procedures for unique missions such as: CSAR, TST, HVT/HPT, HVI or emergency CAS							
Extract information for coordinating altitudes and airspace coordinating measures							SPECIFICS:
2. Explain how to maintain theater SA for:							
Read/ understand Operations Task Link (OPTASKLINK)							
Land component OB and locations							
Enemy OB and location							
Theater ROE							
Airspace control procedures and SPINS							
Weather and potential impact							
3. Perform data link planning							
Obtain OPTASKLINK							
Create or modify ASOC mission planner							
Send Mission Planner updates to forward							
Set up and use ASOC systems to build the COP with applicable ACMs and FSCMs							
4. Perform data link coordination tasks							
Coordinate with AOC/Joint Interface Control Officer (JICO) for OPTASKLINK updates							
Coordinate with CRC for track reporting responsibilities							
Coordinate with Military Ruggedized Tablet (MRT) users for updates							
Coordinate with PC/ATOM/ASM for aircraft MSN status							
Coordinate with JICO/Regional Interface Control Officer (RICO) for datalink architecture/link forwarding issues							
5. Perform data link execution							

Set up and verify status of TACP-CASS and RODAO server										<div style="text-align: center; font-size: 100px; opacity: 0.3; transform: rotate(-30deg); pointer-events: none;"> DRAFT </div> <p>GRADING CRITERIA</p> <p>UNKNOWN - Performance was not observed or the element was not performed.</p> <p>DANGEROUS - Performance was unsafe (one element marked "Dangerous" will require an overall grade of "Zero").</p> <p>GRADE 0 - Performance indicates a lack of ability or knowledge.</p> <p>GRADE 1 - Performance is safe, but indicates limited proficiency. Makes errors of omission or commission.</p> <p>GRADE 2 - Performance is essentially correct. Recognizes and corrects errors.</p> <p>GRADE 3 - Performance is correct, efficient, skillful and without hesitation.</p> <p>GRADE 4 - Performance reflects an unusually high degree of ability.</p> <p>NOTES: An overall grade of 2 or higher is required for an effective mission (GO).</p> <p>A grade of 0 on any Mission Element in bold will result in an overall grade of 0 (NO-GO).</p> <p>A grade of 1 on three or more Mission Elements in bold will result in an overall grade of 1 (NO-GO).</p>		
Modify/Activate appropriate filters												
Be able to modify link forwarding matrix in JRE (prevent data looping)												
Ensure tracks are posted/dropped when directed												
Ensure OPTASKLINK/ Mission Planner compliance												
Identify and transmit appropriate data link messages												
Confirm accuracy of track data												
Be able to send Pass Section II data to MRT user												
Be able to send Pass Section III data to MRT user												
Cross talk via CHAT, voice, or internally with ASOC Crew												
6. Use of ASOC C2 systems												
6.1. TBMCS												
Set up and use TBMCS/JADOCs/TACVIEW to sort and filter available air component capabilities (aircraft type, ordnance, launch base, MSN type and gas status)												
Process digital JTARs (WARP/TACP-CASS)												
Verify WARP/RODAO connectivity (JTARs populating in WARP/TACP-CASS)												
Set up and verify operational status for TACP-CASS and RODAO server												
Ensure receipt of TACP SITREPs												
6.2. CHAT												
Connect to CHAT server												
Set up Logging options												
Set up Time Stamps												
Send files via CHAT capabilities												
Troubleshoot												
6.3. GATEWAY operations												
Start up/shut down procedures												
Identify critical components												
Operate JRE client functions												
Operate TACP-CASS Bridge												
Basic working knowledge of PRC-117												
CRYPTO procedures												
Operate Virtual Network Computing (VNC) Viewer												
Create a JRE Application Protocol-B (JREAP-B) Connection												
7. Perform crew change over Brief												
Locate and brief digital JTARs being processed												
System/link status												
Any significant events/significant changes												
Ensure position entire is logged for shift change brief												
OVERALL GRADE										SIGNATURE OF INSTRUCTOR	STUDENT'S INITIALS	SUPERVISOR'S INITIALS

POSITIONAL GRADESHEET <i>(Grading Criteria below)</i>		EXERCISE / RANGE / LOCATION						DUTY POSITION		DATE	
								IDO/IDT			
TRAINEE / RANK (<i>Last, First, MI</i>)		FLIGHT			SCENARIO TITLE			INSTRUCTOR / RANK (<i>Last, First, MI</i>) / DSN			
MISSION ELEMENTS		UNKNOWN DANGEROUS GRADE 0 GRADE 1 GRADE 2 GRADE 3 GRADE 4	SCENARIO DESCRIPTION:								
1. Interpret and pull required ASOC information from SPINS								REMARKS			
For callsigns, tactical air direction (TAD) frequencies								OVERALL:			
Locate procedures for unique missions such as CSAR, time-sensitive target (TST), HVT/HPT/HVI or emergency CAS											
Extract required ASOC information from rules of engagement (ROE) and collateral damage estimate (CDE)											
Extract required ASOC information for coordinating altitudes and airspace coordinating measures											
Explain aircraft ingress, egress, no radio, wounded bird procedures as applied to ISR											
2. Performance of Intelligence planning tasks								SPECIFICS:			
2.1. Explain how to maintain theater SA for:											
Land component objectives											
Land component priority of fires											
Land component OB and location											
TACP status and contact/callsign information											
Enemy OB and location											
Theater ROE											
SPINS											
Air component CAS priority											
Weather and potential impact											
2.2. Perform data link planning											
Set up and use TBMCS (STONE) or JADOCS to sort and filter available air component capabilities (aircraft type, ordnance, sensors, comm, playtime)											
3. Set up and use IRC to:											
Access correct rooms for SA											
Highlight appropriate keywords											
Use whisper function											
Retrieve CHAT logs											
Send an attachment via DCC											
4. Loading of ISR targeting authority											
Determine the synchronization matrices											

Determine ISR assets available during days ATO										<div style="text-align: center; font-size: 48px; opacity: 0.3; transform: rotate(-30deg); pointer-events: none;"> Sample </div> <div style="border: 1px solid black; padding: 10px; margin-top: 20px;"> <p>GRADING CRITERIA</p> <p>UNKNOWN - Performance was not observed or the element was not performed.</p> <p>DANGEROUS - Performance was unsafe (one element marked "Dangerous" will require an overall grade of "Zero").</p> <p>GRADE 0 - Performance indicates a lack of ability or knowledge.</p> <p>GRADE 1 - Performance is safe, but indicates limited proficiency. Makes errors of omission or commission.</p> <p>GRADE 2 - Performance is essentially correct. Recognizes and corrects errors.</p> <p>GRADE 3 - Performance is correct, efficient, skillful and without hesitation.</p> <p>GRADE 4 - Performance reflects an unusually high degree of ability.</p> <p>NOTES: An overall grade of 2 or higher is required for an effective mission (GO).</p> <p style="padding-left: 40px;">A grade of 0 on any Mission Element in bold will result in an overall grade of 0 (NO-GO).</p> <p style="padding-left: 40px;">A grade of 1 on three or more Mission Elements in bold will result in an overall grade of 1 (NO-GO).</p> </div>		
Determine tasking authority of available assets												
Locate Remotely Piloted Vehicles (RPV) scheme of maneuver and purpose												
5. Set up and use JADOCs to:												
Load threat data												
Load battlefield geometry (friendly OB)												
Determine ISR assets available during ATO period												
Load ATO/ACO												
Create an overlay and publish												
Use JADOCs managers for SA												
6. Performance of coordinating tasks												
Determine Non-Traditional ISR (NTISR) tasking authority and perform procedures												
Coordinate with ISRD for intelligence support												
Coordinate air component RPV assets tasking												
Request FMV and all source intelligence using the Reconnaissance, Surveillance, and Target Acquisition (RSTA), AOC, and intelligence preparation of the operational environment (IPOE)												
Coordinate with intelligence cell (G2) to identify enemy most likely/most dangerous COAs and land component PIRs												
Coordinate with intelligence cell to integrate ISR and NTISR collection platforms to enhance the land component collection plan												
Coordinate with intelligence cell collection management to leverage land component collection assets for CAS												
Manage ISR assets previously coordinated												
7. Management of the common operating picture												
Create and publish threat overlays												
Display approved ACM/FSCMs overlays												
Display artillery point of origin and target position overlays												
8. Crew change briefing												
Locate and brief air support requests												
Brief ATO status												
Provide SA to oncoming crew SAT												
Any significant events/changes												
Ensure position entire is logged for shift change brief												
Brief forward TACP statuses												
Brief oncoming SAT of departing crew status												
OVERALL GRADE										SIGNATURE OF INSTRUCTOR	STUDENT'S INITIALS	SUPERVISOR'S INITIALS

A5.8. Procedural Controller (PC) Positional Gradesheet.

POSITIONAL GRADESHEET (Grading Criteria below)	EXERCISE / RANGE / LOCATION						DUTY POSITION		DATE
							Procedural Controller (PC)		
TRAINEE / RANK (Last, First, MI)	FLIGHT			SCENARIO TITLE			INSTRUCTOR / RANK (Last, First, MI) / DSN		
MISSION ELEMENTS	UNKNOWN	DANGEROUS	GRADE 0	GRADE 1	GRADE 2	GRADE 3	GRADE 4	SCENARIO DESCRIPTION:	
1. Extract ASOC information from SPINS								REMARKS	
Call signs, TAD frequencies & data link comm plans								OVERALL: SPECIFICS:	
Locate procedures for unique missions such as: CSAR, TST, HVT/HPT, HVI or emergency CAS									
Extract information for (ROE) and (CDE)									
Extract information for coordinating altitudes and airspace coordinating measures									
Explain aircraft ingress, egress, no radio, wounded bird procedures									
2. Extract ASOC information from ACP									
To build ROZs									
ACM request procedures									
TIC banner									
3. Explain how to maintain theater SA for:									
Land component objectives									
Land component priority of fires									
Friendly land component OB and location									
Enemy OB and location									
Theater ROE									
4. Performance of PC coordination tasks									
Weather and potential impact									
Air component CAS allocation and priority									
Coordinate with CRC/AWACS for aircraft hand-off									
Coordinate with ASM for airspace updates, de-confliction and develop procedural control plan									
Coordinate with Intel for current AO threat update and available ISR capabilities									
Coordinate with ATOM for updates to aircraft status									
Coordinate with JARN/ICT to understand TACP status, disposition and needs									

[illegible]

A5.9. Senior Air Technician (SAT) Positional Gradesheet. =====

POSITIONAL GRADESHEET (Grading Criteria below)	EXERCISE / RANGE / LOCATION						DUTY POSITION	DATE
							Senior Air Technician (SAT)	
TRAINEE / RANK (Last, First, MI)	FLIGHT						SCENARIO TITLE	INSTRUCTOR / RANK (Last, First, MI) / DSN
MISSION ELEMENTS	UNKNOWN	DANGER	GRADE 0	GRADE 1	GRADE 2	GRADE 3	SCENARIO DESCRIPTION:	
1. Interpret and pull required ASOC information from SPINS							REMARKS	
For callsigns, tactical air direction (TAD) frequencies							OVERALL:	
Locate procedures for unique missions such as CSAR, time-sensitive target (TST), HVT/HPT/HVI or emergency CAS								
Extract required ASOC information from ROE and CDE							SPECIFICS:	
Extract required ASOC information for coordinating altitudes and airspace coordinating measures								
Explain aircraft ingress, egress, no radio, wounded bird procedures								
2. Explain how to perform SAT planning tasks and maintain SA for:								
Land component objectives								
Land component priority of fires								
Friendly land component OB and location								
Enemy OB and location								
Theater ROE								
Airspace control procedures and SPINS								
Weather and potential impacts								
Find/reference and use Air Tasking Order/Airspace Control Order (ATO/ACO)								
Reference/interpret COP with applicable OBs, ACMs, FSCMs								
Find/interpret FRAGOs/OPORDs								
Review Datalink/Digital CAS Standards								
3. SAT coordination								
Coordinate with SAD for land component objectives								
Coordinate with SAD to know weight of effort								
Understand land component requirements								
Coordinate with Intel to understand SEAD requirements								
Coordinate with ATOM to know ACM/FSCM								
Coordinate with JARN to know TACP status, disposition and needs								
Coordinate with ASM to know airspace conflicts								

4. Execution of SAT tasks							
Set-up of TBMCs (ESTAT, FSTAT, AATWEB and WARP) and IRC required monitoring and use							
Monitor CAS execution updates via ESTAT, WARP, IRC							
Monitor IRC and appropriate systems for coordinated changes in land component priorities							
Demonstrate proficiency with TBMCs (WARP/ESTAT/FSTAT/AATWEB)							
Ensure PCs/JARNS execute correctly and anticipate conflicts and immediately correct them							
Assist ASM with aircraft routing, integration/deconfliction, and CAS stack integration plans when needed							
Assist SAD with running shift							
Assist ATOM with AOC/FSE coordination when needed							
Be ready to fill in ATOM, ASM, PCs/JARNS if needed							
Crew Resource Management							
5. Crew change briefing							
Locate and brief air support requests							
Brief ATO status							
Provide SA to oncoming crew SAT							
Discuss any significant events/changes							
Ensure position entire is logged for shift change brief							
Brief forward TACP statuses							
Brief oncoming SAT or departing crew status							
OVERALL GRADE							

GRADING CRITERIA

UNKNOWN - Performance was not observed or the element was not performed.

DANGEROUS - Performance was unsafe (one element marked "Dangerous" will require an overall grade of "Zero").

GRADE 0 - Performance indicates a lack of ability or knowledge.

GRADE 1 - Performance is safe, but indicates limited proficiency. Makes errors of omission or commission.

GRADE 2 - Performance is essentially correct. Recognizes and corrects errors.

GRADE 3 - Performance is correct, efficient, skillful and without hesitation.

GRADE 4 - Performance reflects an unusually high degree of ability.

NOTES: An overall grade of 2 or higher is required for an effective mission (**GO**).
A grade of 0 on any Mission Element in **bold** will result in an overall grade of 0 (**NO-GO**).
A grade of 1 on three or more Mission Elements in **bold** will result in an overall grade of 1 (**NO-GO**).

SIGNATURE OF INSTRUCTOR	STUDENT'S INITIALS	SUPERVISOR'S INITIALS
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